

<b>AGENCY NAME:</b>	Office of the Inspector General		
<b>AGENCY CODE:</b>	D250	<b>SECTION:</b>	94



## Fiscal Year 2018-19 Agency Budget Plan

### FORM A - BUDGET PLAN SUMMARY

<b>OPERATING REQUESTS (FORM B1)</b>	<b>For FY 2018-19, my agency is (mark "X"):</b>	
	<input checked="" type="checkbox"/>	Requesting General Fund Appropriations.
	<input type="checkbox"/>	Requesting Federal/Other Authorization.
	<input type="checkbox"/>	Not requesting any changes.

<b>NON-RECURRING REQUESTS (FORM B2)</b>	<b>For FY 2018-19, my agency is (mark "X"):</b>	
	<input type="checkbox"/>	Requesting Non-Recurring Appropriations.
	<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
	<input checked="" type="checkbox"/>	Not requesting any changes.

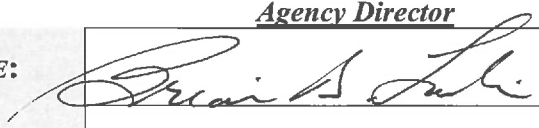
<b>CAPITAL REQUESTS (FORM C)</b>	<b>For FY 2018-19, my agency is (mark "X"):</b>	
	<input type="checkbox"/>	Requesting funding for Capital Projects.
	<input checked="" type="checkbox"/>	Not requesting any changes.

<b>PROVISOS (FORM D)</b>	<b>For FY 2018-19, my agency is (mark "X"):</b>	
	<input type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
	<input checked="" type="checkbox"/>	Only requesting technical proviso changes (such as date references).
	<input type="checkbox"/>	Not requesting any proviso changes.

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

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
<b>PRIMARY CONTACT:</b>	George Davis	803-896-4732	<a href="mailto:georgedavis@oig.sc.gov">georgedavis@oig.sc.gov</a>
<b>SECONDARY CONTACT:</b>	Brian D. Lamkin	803-896-1287	<a href="mailto:brianlamkin@oig.sc.gov">brianlamkin@oig.sc.gov</a>

I have reviewed and approved the enclosed FY 2018-19 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

<b>SIGN/DATE:</b>	<u>Agency Director</u>	<u>Board or Commission Chair</u>
	 Brian D. Lamkin	n/a 9/14/2017
<b>TYPE/PRINT NAME:</b>	Brian D. Lamkin	

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

Fiscal Year 2018-19 Budget Request Executive Summary

Agency Code: D250  
 Agency Name: Office of the Inspector General  
 Section:

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	Added Information Technology Support	7,560				7,560	0.00				0.00
2	B1 - Recurring	Agency Head Salary Increase	4,713				4,713	0.00				0.00
3							0					0.00
4							0					0.00
5							0					0.00
6							0					0.00
7							0					0.00
8							0					0.00
9							0					0.00
10							0					0.00
11							0					0.00
12							0					0.00
13							0					0.00
14							0					0.00
15							0					0.00
16							0					0.00
17							0					0.00
18							0					0.00
19							0					0.00
20							0					0.00
21							0					0.00
22							0					0.00
23							0					0.00
24							0					0.00
25							0					0.00
26							0					0.00
27							0					0.00
28							0					0.00
29							0					0.00
30							0					0.00
TOTAL BUDGET REQUESTS			12,273	0	0	0	12,273	0.00	0.00	0.00	0.00	0.00

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**FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>1 – Form #13043</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Office of the Inspector General – Added Information Technology Support</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$ 7,560</b> <b>Federal:</b> <b>Other:</b> <b>Total: \$ 7,560</b>
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*What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>None</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input checked="" type="checkbox"/>	Consulted DTO during development
	Related to a Non-Recurring request – If so, Priority # _____	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input checked="" type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
	<input type="checkbox"/>	Government and Citizens

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<b>ACCOUNTABILITY OF FUNDS</b>	<p>Increasing the IT system support will assure the Agency’s information technology (IT) backbone will continue to function optimally and in compliance with security requirements. An optimally functioning IT infrastructure supports the Agency’s investigative efforts and general operations in its objective of “Maintaining Safety, Integrity and Security” in other Executive Branch agencies (Objectives no. 1.1, 1.2, 2.1, and 3.1)</p>
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*What specific agency objective, as outlined in the agency’s accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF FUNDS</b>	<p>Outside network support contractor. The funds will be allocated based on the formula of \$90 per desktop per month to provide support for all desktops, network equipment and network backbone.</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>Following its creation in 2012, the Agency was housed for approximately one year within another state agency and received IT services and support from that agency. Upon moving into its own office suite during 2013, the Agency contracted with a small IT support vendor to design, install and support its IT network. That vendor has provided very satisfactory and economical service over the past four years with support costs typically less than \$1,500 annually.</p> <p>The additional security requirements put in place a year ago require a higher level of service and support from the current vendor. The increased support cost is estimated to be \$7,560 annually.</p> <p>In evaluating whether or not to accept the additional cost from the private vendor, the SIG explored becoming an infrastructure customer of the Division of Technology Operations (DTO), and obtained a quote from DTO. The SIG would prefer to work with DTO, but their quote amounted to approximately five times the added cost of the private support vendor. Becoming a shared services DTO customer would require SIG’s data, most of which is classified as restricted, to be transmitted to and from SIG’s offices to DTO, where SIG’s data is presently housed in our closed network. This external transmission requires encryption of the data in transit, which requires relatively expensive equipment. DTO is working to provide a more cost effective solution for small agencies such as SIG, and the SIG hopes to become a DTO customer in the future.</p> <p>Without these funds, the SIG’s IT network would not be adequately supported and could result in a loss of functionality degrading the ability of employees to carry out their investigative functions.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.*

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**FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>2 – Form #13044</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Agency Head Salary Increase</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$ 4,713</b> <b>Federal:</b> <b>Other:</b> <b>Total: \$ 4,713</b>
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*What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	n/a
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input type="checkbox"/>	IT Technology/Security related
	<input type="checkbox"/>	Consulted DTO during development
	Related to a Non-Recurring request – If so, Priority # _____	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input checked="" type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
	<input type="checkbox"/>	Government and Citizens

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<b>ACCOUNTABILITY OF FUNDS</b>	<p>The addition of these funds offsetting the increase in the agency head salary supports the Agency’s investigative efforts and general operations in its objective of “Maintaining Safety, Integrity and Security” in other Executive Branch agencies (Objectives no. 1.1, 1.2, 2.1 and 3.1).</p>
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*What specific agency objective, as outlined in the agency’s accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF FUNDS</b>	<p>This increase in recurring funds is to cover the increase in the agency head’s salary from fiscal year 2017 to fiscal year 2018.</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>The increase is to add funds to our budget to offset the increased agency head salary from fiscal year 2017 to fiscal year 2018, and to adjust the budget for recurring funds to offset actual obligated expenditures eliminating the potential of a deficit.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.*

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**FORM D – PROVISO REVISION REQUEST**

**NUMBER** 117.127

*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

**TITLE** DOT Structural Efficiencies Study

*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

**BUDGET PROGRAM**

*Identify the associated budget program(s) by name and budget section.*

**RELATED BUDGET REQUEST** n/a

*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

**REQUESTED ACTION** Delete

*Choose from: Add, Delete, Amend, or Codify.*

**OTHER AGENCIES AFFECTED** SCDOT – The agency would not be obligated for funding the project in FY 2018-19

*Which other agencies would be affected by the recommended action? How?*

**SUMMARY & EXPLANATION**

The proviso required a one-time project which will be completed in FY 2017-18.

*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*



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<b>FISCAL IMPACT</b>	n/a
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISO TEXT</b>	<p><del>(GP: DOT Structural Efficiencies Study) From the funds appropriated to and/or authorized for the Department of Transportation, the Inspector General, in collaboration with the Secretary of Transportation, is directed to conduct a national search to contract with a renowned firm that specializes in governmental structural efficiencies. The firm shall be tasked with studying the internal structure of the Department of Transportation, and making recommendations on improvements that would cause the department to operate more effectively and more cost efficiently. The Department of Transportation and any entity contracting with the department or the Office of Inspector General must fully cooperate with the firm in the discharge of its duties and responsibilities and must timely produce all requested information, including, but not limited to books, papers, correspondence, memoranda, and other records necessary in connection with an independent study. Final cost of the contractual arrangement with the chosen firm must be reported to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee. The study and recommendations must be transmitted to the General Assembly.</del></p>
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*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*



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<b>SUMMARY</b>	<p>A 3% budget reduction would reduce employee hours devoted to the investigations from 9,750 hours annually to 9,198 hours, or a reduction of 552 hours annually - a 5.7% reduction in investigative capacity.</p>
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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.*

<b>AGENCY COST SAVINGS PLANS</b>	<p>A reduction in costs in excess of \$50,000 would amount to a reduction of 9% or more of the agency's budget, and could only be accomplished by eliminating a full time position, since 90% of the agency's budget is in the personnel area. There are no plans at present to implement a cost reduction of more than \$50,000.</p>
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*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?*