

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110



**Fiscal Year 2018-19
Agency Budget Plan**

FORM A - BUDGET PLAN SUMMARY

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

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

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

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

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

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
PRIMARY CONTACT:	Steven W. Hamm	803-253-4192	shamm@ethics.sc.gov
SECONDARY CONTACT:	Ami R. Franklin	803-253-4192	ami@ethics.sc.gov

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

SIGN/DATE:	<i>Agency Director</i>	<i>Board or Commission Chair</i>
TYPE/PRINT NAME:	Steven W. Hamm	Brian M. Barnwell

9/15/17

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

Fiscal Year 2018-19 Budget Request Executive Summary

Agency Code: R520
 Agency Name: State Ethics Commission
 Section:

BUDGET REQUESTS			FUNDING				FTES					
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	Program Assistants (2)	132,968				132,968	2.00				2.00
2	B1 - Recurring	Investigator V (1)	123,210				123,210	1.00				1.00
3	B1 - Recurring	Office Rent (Agency Required to Move-Current Location Sold)	35,646				35,646					0.00
4	B1 - Recurring	Law Clerk/Paralegal (1)	52,107				52,107	1.00				1.00
5	B1 - Recurring	Law Enforcement Training & Supplies	5,000				5,000					0.00
6	B1 - Recurring	Executive Director Salary & Fringe	15,758				15,758					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			364,689	0	0	0	364,689	4.00	0.00	0.00	0.00	4.00

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	1 – Form #13497
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Program Assistants (2)
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$132,968 Federal: Other: Total: \$132,968
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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.

NEW POSITIONS	2
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:
	<input type="checkbox"/> Change in cost of providing current services to existing program audience
	<input checked="" 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
<input type="checkbox"/> Related to a Non-Recurring request – If so, Priority # _____	

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

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

ACCOUNTABILITY OF FUNDS	<p>The agency objective is the comprehensive enforcement of the Ethics Reform Act of 1991 and all subsequent legislation enacted by the General Assembly. The requested funds will enable the Ethics Commission to hire additional staff necessary for detailed examination of all filings presented to the Agency. The Ethics Commission currently processes approximately 24,000 filings from citizens, public and elected officials with a current limited staff of 15. Recent legislation now makes the Ethics Commission responsible for the first time for enforcing the provisions of all ethics legislation with regard to members of the General Assembly. The requested funds will better enable the Ethics Commission to handle the ongoing increased work load created by the General Assembly. These funds will be evaluated by: (1) percentage of total filings that are individually examined by Ethics Staff, (2) number of potential violations identified in the individual file examinations and (3) the time period between initial review and final resolution of any violations that were identified.</p> <p>This request supports agency objectives: 1.1.1, 1.1.2, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 2.1.1, 2.1.2, 2.2.1 and 2.2.2.</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?

RECIPIENTS OF FUNDS	<p>The funds will be utilized to hire two Program Assistants to assist in detailed examination of filings and support of two current senior administrative staff responsible for review of Campaign Disclosures, Statement of Economic Interests Forms and Lobbyist filings. These individuals will be hired in accordance with existing state hiring standards.</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?

JUSTIFICATION OF REQUEST	<p>The Ethics Commission with its very limited staff is currently unable to expand its current limited review of state law required filings. This limited request will allow the Ethics Commission to begin the process of developing a more rigorous and detailed review of Statements of Economic Interests, filings by Lobbyists and Lobbyist’s Principals and Campaign related collection of contributions and expenditure of campaign funds. These issues have been identified as important areas of public ethics law concern in the current state house investigations and prosecutions that are now ongoing in South Carolina.</p> <p>Method of Calculation: OHR salary + OHR benefit calculator x 2 positions = \$132,968 $\\$38,460 + \\$28,024 = \\$66,484 \times 2 = \\$132,968$</p> <p>If funds are not received, customers who call or come into the State Ethics Commission office for assistance filing their required forms will have longer waiting times for the assistance that is needed.</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.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	2 – Form #13498
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Investigator V (1)
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$123,210 Federal: Other: Total: \$123,210
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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.

NEW POSITIONS	1
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" 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
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

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

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

ACCOUNTABILITY OF FUNDS	<p>Effective as of April 1, 2017, the General Assembly directed the Ethics Commission to be responsible for investigating all complaints involving members of the General Assembly in addition to all local and state public and elected officials. The new legislative responsibilities and the emerging issues related to use and misuse of campaign account funds will require the Ethics Commission, in order to develop and maintain public trust in the action of state and local officials, to devote increasing resources to support detailed and sophisticated investigations into actual versus reported use of campaign funds by candidates and their advisors. Over the years, the Ethics Commission has dealt with a chronic shortage of investigative resources. This initial request will simply allow the agency to begin addressing and reducing this chronic investigative personnel shortage.</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?

RECIPIENTS OF FUNDS	<p>Funds will be used to support Ethics Commission state budget line items directly associated with funding the costs of this additional investigator.</p> <p>This individual will be hired in accordance with current state hiring standards.</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?

JUSTIFICATION OF REQUEST	<p>The current state level investigations of certain elected officials has identified a growing use of sophisticated methods of transfers of campaign funds that must be examined on a much more comprehensive basis if the Ethics Commission is to have any chance of meeting the General Assembly's requirement that the Ethics Commission develop and maintain public trust in state and local government officials. The Ethics Commission must have a staff capable of responding to recently identified methods of identifying, handling and transferring campaign funds for use in ways not authorized by law.</p> <p>If funding is not received, the Ethics Commission will continue to operate with existing investigative staff which will continue to limit the Commission's ability to properly address and examine an expanding investigative case workload.</p> <p>The Ethics Commission has not identified any source of matching funds.</p> <p>Method of Calculation: OHR salary + OHR benefit calculator = \$123,210 $\\$69,289 + \\$41,665 = \\$110,954 + \text{monthly other operating expenses} - \\$12,256 = \\$123,210$</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.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	3 – Form #13499
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Office Rent (Agency Required to Move-Current Location Sold)
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$35,646 Federal: Other: Total: \$35,646
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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.

NEW POSITIONS	0
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:	
	<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 checked="" 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
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

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

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

ACCOUNTABILITY OF FUNDS	<p>The agency objective is the comprehensive enforcement of the Ethics Reform Act of 1991 and all subsequent legislation enacted by the General Assembly. During Fiscal Year 2017, the Ethics Commission was informed by the current landlord that the office building currently utilized had been sold to another landlord. The new landlord informed the Commission that the building was being turned into apartments rather than continue as an office building.</p> <p>The Commission utilized the Division of Administration Division of Facilities Management and Property Services to obtain space at the Synergy Office Complex. While the annual rent rate increased, the Commission obtained additional office space which was needed for additional FTE's.</p> <p>This request supports agency objectives: 1.1.1, 1.1.2, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 2.1.1, 2.1.2, 2.2.1 and 2.2.2.</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?

RECIPIENTS OF FUNDS	<p>The Ethics Commission would receive these funds and distribute funds monthly to the new landlord.</p> <p>These rates were negotiated by the Division of Administration Division of Facilities Management and Property Services.</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?

JUSTIFICATION OF REQUEST	<p>The new space will be a 10 year office lease at Synergy Business Park. The Commission must move from its current office space due to the fact that the building in which the Commission is located has been sold. The Commission has occupied its current office space for 29 years and its suitability for the Commission has diminished over recent years due to the fact that we do not have sufficient space to properly accommodate our existing staff.</p> <p>The new location will be configured to provide for a suitably sized public hearing room for Commission meetings and formal hearings. The current hearing room space used by the Commission is very small and provides extremely limited space for members of the public and also currently serves as a storage room and a staff office.</p> <p>If funding is not received, the Ethics Commission will need to offset current appropriate funds with other funds which are collected by the Ethics Commission. These funds vary each year and are not guaranteed to be available for usage.</p> <p>The Ethics Commission has not identified any source of matching funds.</p> <p>Method of Calculation: office rent \$122,646 - \$87,000 (current allocation for office rent) = \$35,646 difference needed in allocated funds.</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.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	4 – Form #13500
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Law Clerk/Paralegal
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$52,107 Federal: Other: Total: \$52,107
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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.

NEW POSITIONS	1
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" 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
<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

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

ACCOUNTABILITY OF FUNDS	<p>The agency objective is the comprehensive enforcement of the Ethics Reform Act of 1991 and all subsequent legislation enacted by the General Assembly. Presently the Ethics Commission only has one attorney who is responsible for prosecuting all complaints, providing advisory opinions to our stakeholders, drafting all legal orders of the administrative body, monitoring legislation and performing other duties as assigned by the Executive Director. The requested funds will enable the Ethics Commission to help support this attorney through assistance with legal research, writing and other general administrative tasks. Recent legislation now makes the Ethics Commission</p>
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AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

responsible for the first time for enforcing the provisions of all ethics legislation with regard to members of the General Assembly, which makes this support need even greater. The requested funds will better enable the Ethics Commission to handle the ongoing increased work load created by the General Assembly. These funds will be evaluated by: (1) tracking the number of complaints resolved, (2) tracking the number of advisory opinions generated and (3) the time period between initial review and final resolution of any violations that were identified.

This request supports agency objectives: 1.1.1, 1.1.2, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 2.1.1, 2.1.2, 2.2.1 and 2.2.2.

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?

RECIPIENTS OF FUNDS

The funds will be utilized to hire a law clerk/paralegal to support the agency director and general counsel through assistance with legal research, writing and other general administrative tasks. This individual will be hired in accordance with current state hiring standards.

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?

JUSTIFICATION OF REQUEST

The Ethics Commission has more than 24,000 filers under its jurisdiction and a staff of only 15 with only one attorney who is responsible for prosecuting all complaints, providing advisory opinions to our stakeholders, drafting all legal orders of the administrative body, monitoring legislation and performing other duties as assigned by the Executive Director. This limited request will allow the Ethics Commission to provide legal and research assistance to support the single attorney authorized by the General Assembly. This position will enable the attorney to assign legal research tasks to support the drafting of a constant demand that the Ethics Commission staff issue on a more expeditious basis Ethics advisory opinions, provide assistance in the collection of data needed to support Orders of the commission and assist the staff in addressing legal issues raised in complaints filed with the Ethics Commission.

If funding is not received, the Ethics Commission will continue to operate with only one attorney that is provided no administrative, research and drafting support or assistance.

The Ethics Commission has not identified any source of matching funds.

Method of Calculation: Salary + OHR benefit calculator = \$52,107
 $\$30,000 + \$22,107 = \$52,107$

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.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	5 – Form #13501
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Law Enforcement Training & Supplies
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$5,000 Federal: Other: Total: \$5,000
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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.

NEW POSITIONS	0
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:
	<input checked="" type="checkbox"/> Change in cost of providing current services to existing program audience
	<input checked="" 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
<input type="checkbox"/> Related to a Non-Recurring request – If so, Priority # _____	

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

ACCOUNTABILITY OF FUNDS	<p>The General Assembly has never provided funding for training of the Ethics Commission Investigative Staff which are all fully certified law enforcement personnel. Existing state law requires ongoing training on proper use and discharge of firearms, training on updated standards regarding the use of force during an enforcement event, and updates on proper use and control of enforcement vehicles during emergency enforcement events.</p> <p>This request supports agency objectives: 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 2.1.1, and 2.1.2.</p>
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AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

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?

RECIPIENTS OF FUNDS	<p>Funds would be used for ongoing training of agency investigators and legal staff. Funds would supply required ammunition to investigators for use during training sessions on proper use and discharge of investigator assigned firearms. Funds would be used for training classes offered by the SC Criminal Justice Academy to ensure that agency investigators are constantly upgrading their level of training in order to better handle and address their assigned duties. Funds would be used to provide continuing legal education training required for attorneys by the South Carolina Supreme Court.</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?

JUSTIFICATION OF REQUEST	<p>Ongoing training of agency investigators serves to ensure that they are fully aware of and properly trained in the latest methods and standards identified by experts in the field of law enforcement programs and training sessions.</p> <p>The Ethics Commission has identified no matching funds program to assist in funding this important training component of the Ethics Commission Investigators. The Ethics Commission has concluded that it has not met its obligation to ensure that its law enforcement officers receive ongoing and effective training related to their investigative activities. These important training programs will assist agency investigators to properly identify and protect the interests of any citizens that may be in any way involved or associated with a law enforcement event.</p> <p>Method of calculation: \$1000 x 5 employees = \$5,000</p> <p>If funds are not allocated, the agency would need to look at funding through Other Funds.</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.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	6 – Form #13502
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Executive Director Salary & Fringe
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$15,758 Federal: Other: Total: \$15,758
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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.

NEW POSITIONS	0
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:	
	<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 checked="" 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
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

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

ACCOUNTABILITY OF FUNDS	<p>This fund request is a result in the change of the salary band established by the recent Agency Head Salary Commission examination of appropriate compensation for state agency heads. The \$15,758 represents the difference between the prior minimum salary established for the Executive Director for the Ethics Commission and the new minimum salary established by the Agency Head Salary Commission.</p> <p>This request supports agency objectives: 1.1.1, 1.1.2, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 2.1.1, 2.1.2, 2.2.1 and 2.2.2.</p>
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AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

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?

RECIPIENTS OF FUNDS	The recipient is the Executive Director of the State Ethics Commission resulting from a decision by the Agency Head Salary Commission to increase the minimum compensation from \$72,736 to \$83,660.
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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?

JUSTIFICATION OF REQUEST	<p>The state Agency Head Salary Commissions decision to adjust and increase the minimum salary for the Executive Director of the State Ethics Commission resulted in an increased budget expense for the Ethics Commission. The Ethics Commission was not involved in establishing the dollar amount of the new salary range announced by the Agency Head Salary Commission.</p> <p>If funding is not received, the agency will need to absorb the costs through its current appropriated budget.</p> <p>The Ethics Commission has not identified any source of matching funds.</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.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

**FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION
CONTINGENCY PLAN**

TITLE	Agency Cost Savings and General Fund Reduction Contingency Plan
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AMOUNT	\$34,074
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What is the General Fund 3% reduction amount (minimum based on the FY 2017-18 recurring appropriations)? This amount should correspond to the reduction spreadsheet prepared by EBO.

ASSOCIATED FTE REDUCTIONS	The Ethics Commission currently has a very limited staff of 15 FTE’s. Given the growing responsibility given to the Ethics Commission by the General Assembly, the Ethics Commission will make every effort possible to avoid having to eliminate a current FTE position.
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How many FTEs would be reduced in association with this General Fund reduction?

PROGRAM/ACTIVITY IMPACT	All administrative activity and investigative work falls under the Ethics Commission Administrative program. Any reduction mandated by the General Assembly would be apportioned among all agency expenditures except for state personnel. Any reduction would have an adverse impact on the limited funds used to support the four investigators responsible for interviews and other investigation related expenses in preparing for contested case hearings before an Ethics Commission hearing panel.
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What programs or activities are supported by the General Funds identified?

SUMMARY	If the General Assembly imposes a reduction of agency funding in the amount of \$34,074, the Ethics Commission will examine all current funding expenditures in order to best determine which categories of funding should be included in order to achieve the mandated funding reduction. It will be the goal of the Ethics Commission take every possible step to avoid eliminating any of its very limited 15 member FTE staff. During recent years the General Assembly has not provided full funding to the State Ethics Commission.
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Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

AGENCY COST SAVINGS PLANS	<p>Any directive by the General Assembly to reduce state funding to the Ethics Commission by more than \$50,000 will likely require the elimination of one or more FTE positions. Given that the State Ethics Commission only has 15 FTE positions and the General Assembly has recently expanded its statutory responsibilities, it will become increasingly difficult, if not impossible given it's limited staff, to achieve agency performance standards with regard to processing and evaluating required state law filings, performing detailed investigations to identify and prepare for hearings before the Commission to address existing levels of non-compliance with statutes enforced by the Ethics Commission.</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?

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS

TITLE	Potential Reduction of Cost and Burden to Businesses and Citizens
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Provide a brief, descriptive title for this request.

EXPECTED SAVINGS TO BUSINESSES AND CITIZENS	<p>The only area of direct cost to affected businesses and citizens served by the State Ethics Commission relates to the collection of filing fees submitted by Lobbyists and Lobbyist’s Principals. The filing fee is set by statute by the General Assembly at \$100. That filing fee of \$100 is used by the Ethics Commission to offset the costs of filings and enforcement of lobbying related legislation. The General Assembly does not provide full funding of the State Ethics Commission’s state budget. Reducing the Lobbyists and Lobbyists’ Principal filing fee to a lower dollar amount will provide economic benefit solely to the impacted fee payers and not to the general public.</p>
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What is the expected savings to South Carolina’s businesses and citizens that is generated by this proposal? The savings could be related to time or money.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:
	<input type="checkbox"/> Repeal or revision of regulations.
	<input checked="" type="checkbox"/> Reduction of agency fees or fines to businesses or citizens.
	<input type="checkbox"/> Greater efficiency in agency services or reduction in compliance burden.
	<input type="checkbox"/> Other

METHOD OF CALCULATION	<p>Only the General Assembly has the authority to reduce fees charged by the Ethics Commission to Lobbyists and Lobbyist’s Principals. The Ethics Commission does not support a reduction in the current lobbyist related filing fee of \$100 established by the General Assembly.</p>
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Describe the method of calculation for determining the expected cost or time savings to businesses or citizens.

REDUCTION OF FEES OR FINES	<p>FY17 Revenue Lobbyist/Lobbyist’s Principal Registration Fee is set by the General Assembly at \$100 per filing. During the 2016-2017 Fiscal Year the Ethics Commission collected a total of \$180,700. Statutory authority, see South Carolina Code Sections 2-17-20 & 2-17-25</p> <p>FY17 Late Filing Fees/Complaint Fines/Administrative Fees \$198,215.01</p> <p>Penalties 2-17-130 Lobbyist/Lobbyist’s Principal 8-13-1510 CD/SEI</p>
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Which fees or fines does the agency intend to reduce? What was the fine or fee revenue for the previous fiscal year? What was the associated program expenditure for the previous fiscal year? What is the enabling authority for the issuance of the fee or fine?

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

REDUCTION OF REGULATION	None.
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Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?

SUMMARY	The Ethics Commission state budget is not fully funded by the General Assembly. The additional non-state funds are employed to cover the full costs of operation include fund collected through filing fees, complaint fines and administrative fees. As a result of this split funding source of revenues, the Ethics Commission is unable to offer a proposal that further curtails existing funding for the agency.
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Provide an explanation of the proposal and its positive results on businesses or citizens. How will the request affect agency operations?