Agency Name:	Human Affairs Commission		
Agency Code:	L360	Section:	70

Fiscal Year FY 2027-2028

Agency Budget Plan

FORM A - BUDGET PLAN SUMMARY

	For FY 2027-2028, my agency is (mark "X"):	
OPERATING REQUESTS *(FORM B1)*	X	Requesting General Fund Appropriations.
		Requesting Federal/Other Authorization.
		Not requesting any changes.

	For FY 2027-2028, my agency is (mark "X"):	
NON-RECURRING REQUESTS *(FORM B2)*		Requesting Non-Recurring Appropriations.
		Requesting Non-Recurring Federal/Other Authorization.
	X	Not requesting any changes.

	For FY 2027-2028, my agency is (mark "X"):	
CAPITAL REQUESTS *(FORM C)*		Requesting funding for Capital Projects.
	X	Not requesting any changes.

	For FY 2027-2028, my agency is (mark "X"):	
PROVISOS *(FORM D)*		Requesting a new proviso and/or substantive changes to existing provisos.
		Only requesting technical proviso changes (such as date references).
	X	Not requesting any proviso changes.

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

	Name	*Phone*	*Email*
PRIMARY CONTACT:	Dr. Alisa Warren	(803) 737-7825	awarren@schac.sc.gov
SECONDARY CONTACT:	Marvin Caldwell Jr.	(803) 737-3179	mcaldwell@schac.sc.gov

I have reviewed and approved the enclosed FY 2027-2028 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	Agency Director	*Board or Commission Chair*
SIGN/DATE:	09-21-26	Stephen E. Hall 09-22-26
TYPE/PRINT NAME:	Dr. Alisa Warren	Steve E. Hall

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

Agency Name:	Human Affairs Commission
Agency Code:	L360
Section:	70

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	Public Information Officer	106,893	0	0	0	106,893	1.00	0.00	0.00	0.00	1.00
2	B1 - Recurring	Fair Housing Staff	177,128	0	0	0	177,128	2.00	0.00	0.00	0.00	2.00
3	B1 - Recurring	EEO Intake	84,262	0	0	0	84,262	1.00	0.00	0.00	0.00	1.00
TOTALS			368,283	0	0	0	368,283	4.00	0.00	0.00	0.00	4.00

Agency Name:	Human Affairs Commission		
Agency Code:	L360	Section:	70

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY

1

Provide the Agency Priority Ranking from the Executive Summary.

TITLE

Public Information Officer

Provide a brief, descriptive title for this request.

AMOUNT

General: $106,893

Federal: $0

Other: $0

Total: $106,893

What is the net change in requested appropriations for FY 2027-2028? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS

1.00

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

FACTORS ASSOCIATED WITH THE REQUEST

Mark "X" for all that apply:	
X	Change in cost of providing current services to existing program audience
	Change in case load/enrollment under existing program guidelines
	Non-mandated change in eligibility/enrollment for existing program
	Non-mandated program change in service levels or areas
	Proposed establishment of a new program or initiative
	Loss of federal or other external financial support for existing program
	Exhaustion of fund balances previously used to support program
	IT Technology/Security related
X	HR/Personnel Related
	AI Related
	Related to a Non-Recurring request – If so, Priority #

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES

Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
X	Education, Training, and Human Development
	Healthy and Safe Families
	Maintaining Safety, Integrity, and Security
	Public Infrastructure and Economic Development
	Government and Citizens

ACCOUNTABILITY OF FUNDS

Provide outreach and community relations opportunities to promote the Agency's mission across the State.

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

New State Employee in the Consultative Services Program/Technical Services and

RECIPIENTS OF FUNDS	Training Division of the agency's budget. BC44 Public Information Director I (Gen 9): $64,082 (salary) + $27,811 (fringe) + $15,000 (Operating Cost) = $106,893

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 Human Affairs Commission requests funding for a full-time Public Information Officer (PIO) to strengthen public awareness, community engagement, and communication regarding the Commission's programs, services, and initiatives. As the Commission works to promote equal opportunity, address discrimination, foster inclusive communities, and educate the public on civil rights issues, effective communication is essential to fulfilling its mission. The Public Information Officer will serve as the Commission's primary communications professional, responsible for developing and implementing strategic outreach initiatives that increase public understanding of the Commission's role and available resources. Key responsibilities will include managing the Commission's website and social media platforms, preparing press releases and public service announcements, coordinating community education campaigns, promoting public meetings and events, and developing informational materials for diverse audiences. Funding this position will improve access to information for residents, community organizations, businesses, and other stakeholders by ensuring that communications are timely, accurate, and accessible. The PIO will also support outreach efforts designed to increase participation in educational programs, public forums, and community partnerships while helping ensure that historically underserved populations receive information about the Commission's services and protections. In addition, the position will enhance the Commission's ability to respond to media inquiries, communicate during sensitive or high-profile situations, and maintain consistent messaging that reflects the organization's commitment to fairness, transparency, and accountability. By centralizing communication responsibilities, Commission staff will be able to devote more time to case management, policy development, training, and community engagement activities. Funding for this position will support salary, benefits, and essential operating expenses. The investment will improve public awareness of Commission services, strengthen community trust, expand outreach to underserved populations, increase participation in Commission initiatives, and advance the Commission's strategic goals of promoting equity, inclusion, and equal opportunity throughout the community.

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:	Human Affairs Commission		
Agency Code:	L360	Section:	70

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	**2**

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	**Fair Housing Staff**

Provide a brief, descriptive title for this request.

AMOUNT	**General: $177,128** **Federal: $0** **Other: $0** **Total: $177,128**

What is the net change in requested appropriations for FY 2027-2028? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	**2.00**

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

FACTORS ASSOCIATED WITH THE REQUEST

Mark "X" for all that apply:	
X	Change in cost of providing current services to existing program audience
X	Change in case load/enrollment under existing program guidelines
	Non-mandated change in eligibility/enrollment for existing program
	Non-mandated program change in service levels or areas
	Proposed establishment of a new program or initiative
	Loss of federal or other external financial support for existing program
	Exhaustion of fund balances previously used to support program
	IT Technology/Security related
X	HR/Personnel Related
	AI Related
	Related to a Non-Recurring request – If so, Priority #

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES

Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	Education, Training, and Human Development
	Healthy and Safe Families
	Maintaining Safety, Integrity, and Security
	Public Infrastructure and Economic Development
X	Government and Citizens

ACCOUNTABILITY OF FUNDS

Increase the efficiencies of the Fair Housing Division.

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

AH35 Program Coordinator I x 2 (Gen 8): $102,600 (salary) + $44,528 (fringe) +

RECIPIENTS OF FUNDS	$30,000 (Operating Cost) = $177,128

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 South Carolina Human Affairs Commission's Fair Housing Division is requesting two additional full-time Fair Housing Investigator positions to address sustained growth in housing discrimination complaints and to ensure continued compliance with federal performance expectations. Based on South Carolina's population, the U.S. Department of Housing and Urban Development (HUD) projects that approximately 60 fair housing complaints should originate in the state annually. However, the Fair Housing Division has consistently investigated more than 100 complaints each year for the past several years—more than 65% above HUD's projected baseline. During the last fiscal year alone, the Division experienced a 25% increase in new complaints. Several factors indicate that this trend will continue. South Carolina remains one of the nation's fastest-growing states, with significant population growth driven by retirees and new residents relocating from across the country. As the state's population ages, the Division has experienced a corresponding increase in disability-related housing discrimination complaints, which often require extensive investigation, document review, witness interviews, and analysis of reasonable accommodation and reasonable modification issues. These cases are typically more complex and time-intensive than many other fair housing complaints. The recent increase in complaint volume has also been influenced by staffing shortages within HUD, resulting in more complaints being referred to or retained by the Commission for investigation. As federal capacity remains constrained, the agency expects to continue absorbing a larger share of the investigative workload within South Carolina. Without additional staff, the Division's ability to maintain timely investigations, meet HUD performance standards, and provide effective enforcement of the Fair Housing Act will be increasingly challenged. Continued growth in caseloads without a corresponding increase in investigative capacity creates a significant risk that the agency could receive adverse findings during HUD's performance monitoring or audit process due to inadequate staffing levels relative to its workload. The Fair Housing Division currently has no vacant investigator positions that can be repurposed to address this need. Existing staff are operating at or near capacity, and efficiencies alone cannot absorb the sustained increase in workload. Adding two full-time investigators will enable the Division to maintain compliance with federal performance expectations, reduce investigative backlogs, provide timely service to South Carolina residents, and ensure that the agency continues to effectively enforce state and federal fair housing laws in a rapidly growing state.

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:	Human Affairs Commission		
Agency Code:	L360	Section:	70

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY

3

Provide the Agency Priority Ranking from the Executive Summary.

TITLE

EEO Intake

Provide a brief, descriptive title for this request.

AMOUNT

General: $84,262

Federal: $0

Other: $0

Total: $84,262

What is the net change in requested appropriations for FY 2027-2028? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS

1.00

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

FACTORS ASSOCIATED WITH THE REQUEST

Mark "X" for all that apply:	
X	Change in cost of providing current services to existing program audience
X	Change in case load/enrollment under existing program guidelines
	Non-mandated change in eligibility/enrollment for existing program
	Non-mandated program change in service levels or areas
	Proposed establishment of a new program or initiative
	Loss of federal or other external financial support for existing program
	Exhaustion of fund balances previously used to support program
	IT Technology/Security related
X	HR/Personnel Related
	AI Related
	Related to a Non-Recurring request – If so, Priority #

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES

Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	Education, Training, and Human Development
	Healthy and Safe Families
	Maintaining Safety, Integrity, and Security
	Public Infrastructure and Economic Development
X	Government and Citizens

ACCOUNTABILITY OF FUNDS

Increase the efficiencies of the EEO Intake Division.

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

New state employee in the Consultative Services Program/Community Relations Division of the agency's budget, and communities and employers across

RECIPIENTS OF FUNDS	South Carolina. AH35 Program Coordinator I (Gen 8): $48,300 (salary) + $20,962 (fringe) + $15,000 (Operating Cost) = $84,262

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 Equal Employment Opportunity (EEO) Intake Program has experienced a significant increase in demand for services that warrants adding one full-time EEO Intake Officer. During the last fiscal year, contacts to the EEO Program increased by approximately 40%, demonstrating a substantial rise in the number of individuals seeking assistance with potential employment discrimination claims. The intake process is the foundation of every EEO investigation. Each contact requires careful screening, interviewing, legal analysis, jurisdictional review, documentation, and guidance to determine whether a complaint falls within the Commission's authority. As contact volume continues to increase, the time required to provide timely, thorough, and legally sufficient intake services has exceeded current staffing capacity. South Carolina's continued economic expansion further supports the need for additional staffing. The state remains one of the fastest-growing states in the nation, with sustained population growth, new business development, and continued job creation. As the workforce grows and more employers establish or expand operations in South Carolina, the number of employees covered by state and federal anti-discrimination laws also increases. A larger workforce naturally results in more inquiries and more potential discrimination complaints. Without additional intake capacity, increased workloads can lead to longer response times, delays in complaint processing, and reduced opportunities for early resolution. Timely intake is critical to preserving statutory filing deadlines, ensuring complainants receive accurate information, and maintaining the integrity and efficiency of the investigative process. Given the documented 40% increase in contacts, combined with South Carolina's sustained population and employment growth, an additional EEO Intake Officer is necessary to ensure the Commission can continue providing timely, effective, and legally compliant services to the citizens of South Carolina.

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:	Human Affairs Commission		
Agency Code:	L360	Section:	70

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

TITLE	Agency Cost Savings and General Fund Reduction Contingency Plan
AMOUNT	$141,271 *What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.*
ASSOCIATED FTE REDUCTIONS	Two (2) FTEs *How many FTEs would be reduced in association with this General Fund reduction?*
PROGRAM / ACTIVITY IMPACT	The reduction will affect one Full-Time Equivalent (FTE) position in both the Compliance Programs area and the Consultative Services area. This will result in the loss of one Investigator FTE and one Consultant FTE. In the event of a reduction in state funding, the agency will reevaluate its contractual obligations to both federal agencies. This may necessitate a decrease in the number of cases the Commission investigates. To potentially preserve an FTE position, the agency will explore ways to reduce operating costs related to travel, supplies, and other expenses that can be covered by nonrecurring funds. *What programs or activities are supported by the General Funds identified?*
SUMMARY	The largest portion of the agency's budget is allocated to personnel and fringe benefit costs. When investigative staff are reduced, private sector employers end up with more cases being investigated by federal agencies. It's important to note that state agency Equal Employment Opportunity (EEO) cases must first be handled by the South Carolina Human Affairs Commission (SCHAC). The impact on private employers includes longer wait times for investigations to be completed, as well as increased costs associated with legal fees and other related expenses. Furthermore, having fewer investigators handling complaints negatively affects the number of discrimination allegations being investigated at the state level. This situation allows the federal government to assume exclusive jurisdiction over these charges.

Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.

AGENCY COST SAVINGS PLANS

N/A

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?