

Agency Name: Election Commission

Agency Code: E280

Section:

102



Fiscal Year FY 2021-2022

Agency Budget Plan

FORM A - BUDGET PLAN SUMMARY

OPERATING REQUESTS

(FORM B1)

For FY 2021-2022, 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 2021-2022, my agency is (mark "X"):	
<input checked="" type="checkbox"/>	Requesting Non-Recurring Appropriations.
<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
<input type="checkbox"/>	Not requesting any changes.

CAPITAL REQUESTS

(FORM C)

For FY 2021-2022, 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 2021-2022, my agency is (mark "X"):	
<input type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
<input type="checkbox"/>	Only requesting technical proviso changes (such as date references).
<input checked="" type="checkbox"/>	Not requesting any proviso changes.

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

PRIMARY CONTACT:
SECONDARY CONTACT:

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
	Howard Knapp	(803) 734-9060	hknapp@elections.sc.gov
	Marci Andino	(803) 734-9060	marci@elections.sc.gov

I have reviewed and approved the enclosed FY 2021-2022 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

SIGN/DATE:
TYPE/PRINT NAME:

<u>Agency Director</u>	<u>Board or Commission Chair</u>
Marci Andino	John W Wells

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

Agency Name:	Election Commission
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BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	Funding to Support Paper Based Voting System	930,000	0	0	0	930,000	0.00	0.00	0.00	0.00	0.00
2	B2 - Non-Recurring	State Matching Funds for 2020 HAVA Grant	1,353,494	0	0	0	1,353,494	0.00	0.00	0.00	0.00	0.00
TOTALS			2,283,494	0	0	0	2,283,494	0.00	0.00	0.00	0.00	0.00

Agency Name:	Election Commission		
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FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	1
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Funding to Support Paper Based Voting System
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$930,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$930,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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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 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>Strategy 2.1: Support a statewide voting system, ensuring it is easy to use, accurate, and secure.</p> <p>This request would advance the strategy above by providing funds to ensure that adequate number of ballots and other election supplies are available for voters to use when voting at the polls, ensure the security and secrecy of the ballot is maintained at all times, and ensure the accuracy of vote tabulation by the voting system through a third-party audit and verification of paper ballots.</p> <p>Funds are continually monitored internally and are included in agreed upon procedures audits conducted by the State Auditor's Office</p>
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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?

RECIPIENTS OF	The S.C. State Election Commission would be the recipient of the funds. The funds would be used to provide the necessary election supplies and reimbursements to counties for statewide elections, as well as fund an independent third-party
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FUNDS

verification of election results.

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

Following the implementation of the new paper-based statewide voter system in late 2019, items have been identified that are necessary for the efficient use of the new system. This request addresses items specifically related to the paper aspect of the new voting system.

The following items will be needed in order to support statewide elections:

- 1. Ballot cards for 110% of registered voters: \$430,000
- 2. Delivery/pickup of ballot marking devices, precinct tabulators, and other voting equipment required in polling places: \$150,000
- 3. Post-election audit and ballot verification software and processes: \$350,000

The cost for these items was determined with quotes obtained from vendors who supply the products and services. The amount needed for ballot cards was calculated by multiplying the current cost of card stock by 110% of the number of registered voters as per section 7-13-430 of the SC Code of Laws.

The new paper-based voting system is considerably larger than the previous voting system. Due to the physical size and components of the voting system, counties are incurring substantial delivery and truck rental charges in order to transport voting equipment to/from polling places.

The independent audit and ballot tabulation verification service is an independent, third-party process that is a comprehensive comparison of results, including over-votes, write-ins, and uncaptured voter intent. This audit process will provide South Carolina with real-time audits of all ballot cards to ensure reconciliation with results as reported by the voting system. This transparency improves post-election canvassing and serves as a digital ballot inventory. It also improves public trust in election results and mitigates the chances of ballot recounts.

If the funds are not provided, the items and services needed to support the new paper-based voting system would not be available, which would result in an inability of the S.C. State Election Commission to provide reimbursements to county board of elections and voter registration for the number of ballots needed for voters on election day, privacy and security of the ballot may be compromised, and the state will not have audit-verified election results. There is no additional funding available to absorb these costs.

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 B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	2
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	State Matching Funds for 2020 HAVA Grant
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Provide a brief, descriptive title for this request.

AMOUNT	\$1,353,494
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

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 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 type="checkbox"/>	Consulted DTO during development
<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations	
<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding	
<input type="checkbox"/>	Related to a 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>Strategy 1.1: Maintain a statewide voter registration system that is secure, convenient, accessible, and meets the needs of the counties and citizens of South Carolina. This request would advance the strategy above by reducing lines and creating other efficiencies at polling places, reducing the time and resources necessary to process voter participation data, and improving the security of election infrastructure.</p> <p>Strategy 2.1: Support the statewide voting system ensuring it is easy to use, accurate, and secure. This request would advance the strategy above by providing a program to conduct audits of paper ballots to verify the results of the election as tabulated by the ballot scanners.</p>
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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?

RECIPIENTS OF FUNDS	The S.C. State Election Commission would be the recipient of the funds and would use the funds to meet the match requirement for the HAVA grant funds.
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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

**JUSTIFICATION
OF REQUEST**

The Consolidated Appropriations Act of 2020 provides funds to the U.S. Election Assistance Commission ("EAC") as authorized under Title 1, Section 101, of the Help America Vote Act ("HAVA") of 2002, to make grant payments to states. The funds are provided to improve the administration of elections for federal office, including to enhance election technology and make security improvements. States are required to match 20% of amounts awarded. South Carolina's total award was \$6,767,471, so the required state match is \$1,353,494.

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 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	\$83,832
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What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.

ASSOCIATED FTE REDUCTIONS	No FTE's would be reduced.
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How many FTEs would be reduced in association with this General Fund reduction?

PROGRAM / ACTIVITY IMPACT	Public Information & Training
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What programs or activities are supported by the General Funds identified?

SUMMARY	<p><u>Method of Calculation</u></p> <p>The S.C. State Election Commission's general fund appropriation is \$6,627,413. \$3,833,000 is exempt from mandated reductions as per Proviso 102.5.</p> <p>Proviso 102.1 references Aid to County stipends for county boards of voter registration and election members, and the proviso exempts these funds from the calculation of mandated reductions.</p> <p>Proviso 102.6 states that recurring and nonrecurring primary and general election funds are exempt from the calculation of mandated reductions.</p> <p>$\\$6,627,413 - \\$3,833,000 = \\$2,794,413$</p> <p>$\\$2,794,413 \times 3\% = \\$83,832$</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.

**AGENCY COST
SAVINGS PLANS**

In order to absorb a 3% reduction, the S.C. State Election Commission would reduce spending for supplies, training, and travel.

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?

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FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS

TITLE	Reducing 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	\$0
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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	<p>Mark "X" for all that apply:</p> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>Repeal or revision of regulations.</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Reduction of agency fees or fines to businesses or citizens.</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Greater efficiency in agency services or reduction in compliance burden.</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other</td> </tr> </table>	<input type="checkbox"/>	Repeal or revision of regulations.	<input 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
<input type="checkbox"/>	Repeal or revision of regulations.								
<input 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	N/A
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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	N/A
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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?

REDUCTION OF REGULATION	N/A
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Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?

SUMMARY	<p>The S.C. State Election Commission is required to collect the following fees per state law:</p> <ol style="list-style-type: none"> 1. Section 7-13-40: Filing fees from candidates to offset the cost of conducting primaries 2. Section 7-3-20: Fees associated with providing precinct lists to any registered voter in South Carolina at a reasonable price 3. Proviso 102.7: Fees associated with participating in the S.C. State Election Commission's Training and Certification classes to offset the cost for conducting the classes
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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?