

Major Program Areas

Child Welfare	
Child Protective Services	These programs provide services to families which are mandated by law to protect children from abuse and neglect within their families, in foster care, or by persons responsible for the child's welfare as defined by statute. Services are provided to strengthen families; to enable children to remain safe in the home; to temporarily remove from parental custody a child who is at imminent risk of harm; or to pursue termination of parental rights and assure the child permanency in a substitute family if the custodial family cannot be preserved without serious risk to the child.
Foster Care	These programs provide within the framework of federal and state mandates, substitute care and to support out-of-home services that are child centered and family focused; to contribute to the protection of children and promote their well-being, and to effectively serve children who are in need of therapeutic placements.
Adoptions	The purpose of this program is to provide services to children, birth parents, and adoptive families, to suitably and permanently place children; and to provide post-legal services to adult adoptees, birth families, and adoptive families.
Family Preservation	This program prevents the unnecessary separation of children from their families, improve the quality of care and services to children and their families, and ensure permanency for children by reuniting them with their parents, by adoption or by another permanent living arrangement.
Adult Advocacy Division	
Adult Advocacy Division	The purpose of this program is to investigate reports of abuse, neglect or exploitation of vulnerable adults that are senile; mentally retarded, developmentally disabled, and/or otherwise incapacitated (age 18 and over) who are unable to provide for their own care and protection, and to provide protective services to these adults in the least restrictive environment.

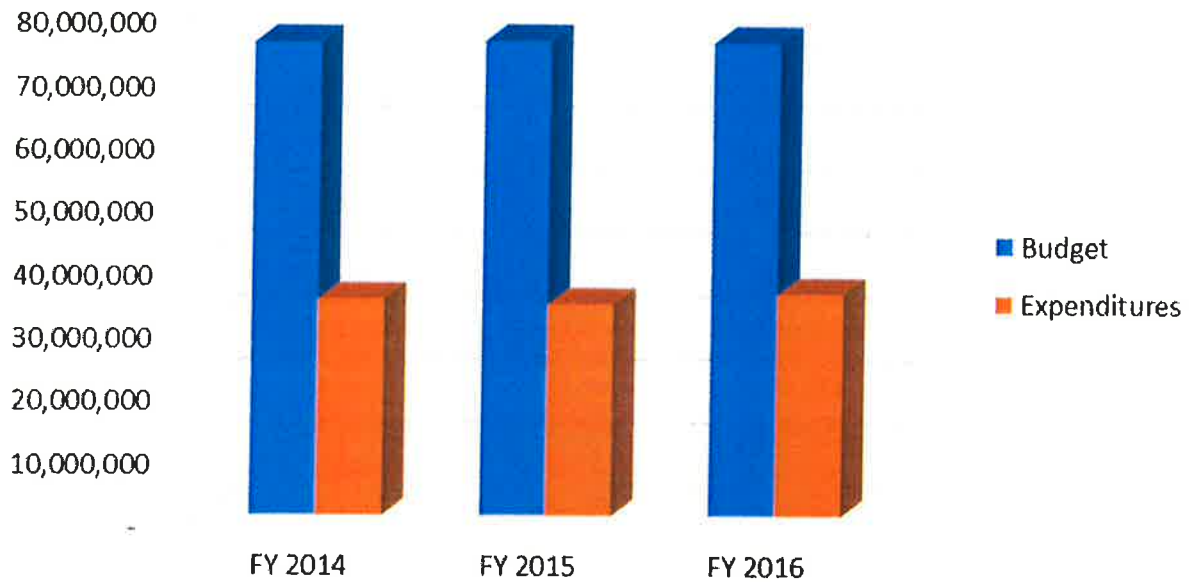
Economic Services	
SNAP (Food Stamps)	The federal Supplement Nutrition Assistance Program (SNAP) provides cash assistance to low-income individuals and families so they can purchase food. The SNAP 2 Work program provides employment-related services. The Family Nutrition Program consists of a network of food assistance programs that improve the health and well-being of children and adults who cannot provide adequate nutrition for themselves.
Family Independence (TANF)	Family Independence provides assistance to welfare recipients to maximize their strengths and abilities to become fully employed; to become socially and economically independent.
Child & Adult Food Services	The Food Services Program consists of a network of food assistance programs that improve the health and well-being of children and adults who cannot provide adequate nutrition for themselves.
Early Care and Education Services	The primary focus of the Division of Early Care and Education (DECE), formerly called Child Care Services, remains to increase the availability, affordability, accessibility, quality and safety of child care throughout the State.
Child Support Services	
Child Support Services	The Child Support Services Division (CSSD), and the Child Support Enforcement Project, establishes and enforces orders for child support, establishes paternity for children when paternity is an issue, locates absent parents when whereabouts are unknown, and collects and distributes child support payments. CSSD also provides enhanced fatherhood initiatives and new linkages to child welfare services and employment-related services to improve the capability of both custodial and non-custodial parents to provide their children with the financial, physical and emotional support they deserve and need to be safe and to thrive.

SFY 2015-16 Key Stats

43,924	CW Abuse/Neglect Calls and Referrals
10,171	Number of founded investigations
9,515	Number of cases referred to Community-Based Prevention Services
13,834	Number of Families that received Family Preservation Services
6,764	Number of Families receiving In-home Treatment Services
7,700	Number of Children served in Foster care
8,740	APS Calls and Referrals
25,645	Avg. number of Individuals receiving FI benefits monthly
782,828	Avg. number of individuals receiving SNAP benefits monthly
191,091	Open Child Support Cases

**Comparison of Earmarked Appropriations to Expenditures
FY 2013-14 through FY 2015-16**

Other Fund - Budget vs. Actual



<u>Year</u>	<u>Other Funds Budget</u>	<u>Other Funds Expenditures</u>
FY 2014	74,835,151	34,192,185
FY 2015	74,835,151	33,430,549
FY 2016	74,835,151	35,122,692

(Figures From Official SCEIS FI 424 FM13 Report)

NOTE: Other Funds Authorization Decreased By \$20M in FY 2017

FY 2017 Carry-Forward Funds

General Funds carried-forward from FY 2015-16:

Special Carry-forward for Teen Pregnancy	\$164,660
Special Carry-forward for CSES	\$1,278,685
Special Carry-forward for IT Security	\$910,957
Special Carry-forward for County Phone Systems	\$310,234
General Carry-forward	<u>\$540</u>
Total Carry-forward	<u>\$2,665,076</u>

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Fiscal Year 2015-16 Accountability Report

SUBMISSION FORM

AGENCY MISSION	To serve South Carolina by promoting the safety, permanency, and well-being of children and vulnerable adults, helping individuals achieve stability and strengthening families.
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Please state yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

RESTRUCTURING RECOMMENDATIONS:	No
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Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
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I have reviewed and approved the enclosed FY 2015-16 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE): (TYPE/PRINT NAME):	 September 15, 2016 Susan Alford, State Director
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AGENCY'S DISCUSSION AND ANALYSIS

Overview

The South Carolina Department of Social Services (DSS), as one of the largest public Agencies in the state, provides a vast array of services. The Child Welfare System of Services includes Child Protective Services, Foster Care, Intensive Foster Care and Clinical Services, and Adoption Services. The Agency also provides Adult Protection and Domestic Violence Services, Economic Services including the distribution of food and financial assistance to families in need, Early Care (Early Child Care) and Education Services, Child Support Services including the collection of child support for custodial parents, and the staffing of emergency shelters.

DSS Mission

To serve South Carolina by promoting the safety, permanency, and well-being of children and vulnerable adults, helping individuals achieve stability and strengthening families.

Strategic Planning and Performance Measurements

The strategic planning and performance measurements sections of this year's Accountability Report reflect a focus on the core functions of DSS and the basic goals, strategies, and objectives needed to perform those functions with excellence. Many of these performance measurements are reported regularly to the federal government and are used by DSS for management and strategic planning purposes. During the past year, DSS adopted a new strategic plan that has been incorporated into this Accountability Report. Performance measures for the specific objectives in the strategic plan are being developed to provide additional accountability for the agency.

Division Highlights

Child Welfare Services

The Child Welfare Services programs are targeted to improve the safety, permanency, and well-being outcomes for children and families who receive these services. The Child Welfare System of Services includes Child Protective Services, Family Preservation, Foster Care, Intensive Foster Care and Clinical Services, and Adoption Services.

The South Carolina Department of Social Services (DSS) is the Agency responsible for administering Title IV-B and IV-E funded programs and the related child welfare plans and services. DSS has outlined its plan for the administration of child welfare services programs in the South Carolina Child and Family Services Plan (CFSP) for the FFYs 2015-2019. The CFSP is developed in collaboration with both internal and external agency partners. This strategic plan, which must be submitted to the United States Department of Health and Human Services, Administration for Children and Families, Children's Bureau (Children's Bureau), presents goals objectives, strategies, and services planned for the five-year period. DSS submitted the 2015-2019 CFSP to the Children's Bureau on June 20, 2014. The Children's Bureau approved the CFSP on September 30, 2014.

Each year during the five-year plan cycle, DSS is required to file a progress report (Annual Progress and Services Report) with the Children's Bureau. Throughout the year, DSS engages internal and external partners to discuss progress and challenges in meeting plan objectives. During these meetings with Agency partners, DSS and its partners make adjustments in plan strategies as needed.

DSS submitted its FFY 2017 Annual Progress and Services Report on June 30, 2016. Many of the Goals, Strategies, and Objectives indicated in this Accountability Report reflect the updated SC Child and Family Services Plan in the APSR.

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DSS continues to struggle with high caseloads, particularly in the delivery of family preservation services. More than any other challenge currently confronting DSS, heavy caseloads affect safety, permanency, and well-being outcome measures outlined in the CFSP.

DSS analyzed staff turnover data for the Agency, which decreased year-to-year, and obtained feedback from the DSS County Offices. Causes of this turnover for South Carolina, and for Child Welfare caseworkers across the nation, included low wages, high workload and insufficient supervision. To address these issues, DSS developed multiple strategies to increase staff retention. These strategies include: increase in salary for frontline workers to remain competitive with other states, development of a career ladder to provide opportunity for advancement, second and third shift pilots to distribute workload and strategies to address caseloads, a tuition reimbursement and student loan forgiveness incentive, salary increases for length of service, new supervisory ratios, and Guided Supervision of staff. In 2016, DSS received funding to hire 35 front line human services caseworkers to decrease caseloads and to improve quality in the delivery of services. Additionally, DSS received funding to hire 51 additional caseworkers to expand the second and third shift pilot program.

Twenty-two counties are currently served by the department's regionalized intake hub system, Monday-Friday, 8:30 a.m. -5:00 p.m. To continue efforts to improve the quality and consistency of decisions at the time of intake, DSS received funding to hire 52 human services employees to complete the second phase of implementation of the regional intake hub system. In this second phase of implementation, DSS plans to bring the remaining 24 counties into the regional intake hub system. DSS will monitor the quality of the system and will recommend the provision of resources accordingly, toward the ultimate goal of having all 46 counties in the state served by a regionalized intake hub system 24 hours a day, 7 days a week, which will be the third phase.

DSS is updating its website to not only provide an updated look for the Department, but to better serve the public and our partners by making information more accessible. For the last two years, the Department has published data on its website regarding child fatalities caused by abuse or neglect. DSS is working to enhance its child fatality prevention practice by developing a new child fatality review process that begins from the time of intake, includes a rapid response review of information by a multi-disciplinary team including child abuse pediatricians, coroners, and law enforcement, and concludes with a review that will reveal "lessons learned" that can be shared with the public, and therefore, can be used to improve prevention efforts on a systemic level.

On June 3, 2016, a Settlement Agreement in the Michelle H., et.al. v. Haley, et.al. class action lawsuit was filed in federal court. The terms of the Settlement Agreement target various areas in need of improvement in the delivery of services to children who are in foster care, including, but not limited to, utilization of congregate care, placement stability, sibling placements and family visitation, and the provision of health care services. A hearing to approve the Settlement Agreement is scheduled on October 4, 2016. Once approved by the federal court, many of the Agency's goals and strategies for reformation of the child welfare system will be influenced by the priorities outlined in the Settlement Agreement.

Finally, the Agency will undergo the third round of the federal Child and Family Services Review (CFSR) in April 2017. The CFSR measures the states' compliance in meeting federal safety, permanency, and well-being outcomes for children and families. States that are not in compliance with these federal standards will be required to develop program improvement plans which must be successfully completed or the state faces financial penalties. The results of the CFSR will also impact the Agency's goals and strategies

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for improvement in the child welfare system.

These reforms, and the others including a business process redesign of foster home licensing and new efforts to recruit foster homes, will mean better service for the children and families under the agency's care, and represent a major upgrade in performance.

Adult Advocacy Services

Adult Protective Services

Adult Protective Services (APS) is mandated to investigate non-criminal reports of abuse, neglect and exploitation of vulnerable adults. APS has the responsibility to provide protection to persons 18 years of age or older who resides within the community setting that has a physical or mental condition which prevents them from providing for his or her own care or protection. This includes adults who are impaired because of brain damage, advanced age, and physical, mental or emotional dysfunction.

In the quest to bring consistency in the 46 counties throughout the state, the Adult Advocacy Division continues to partner with the University of South Carolina to finalize the APS Intake Tool which was created to assist Intake workers in making an informed decision about the vulnerability of alleged victims and also to assist in determining if there is an allegation of abuse, neglect, self-neglect or exploitation. The Division plans to roll-out this Intake Tool to all the Intake Hubs throughout South Carolina. Plans also include training for Intake workers on the Intake Tool and incorporating the tool into CAPSS. Meanwhile, Intake policy is in the process of being revised and rewritten.

In collaboration with USC, the APS Basic Training program is in the process of being expanded from two weeks to four weeks. Research for on-line Training Modules has also begun.

Initiatives have been launched with various community partners to develop more resource placement alternatives for alleged victims throughout the state. The purchase of beds for emergency placement purposes will assist in minimizing the need for costly sitter services. Research on Adult Family Care better known as Adult Foster Care is ongoing as the search for a home like residential environment has become a priority for the alleged victims in need of a stable home. Dialog in support of expedited Medicaid for APS clients in DSS custody and emergency housing for mental health citizens has been started.

Reforms in the Emergency Fund service delivery system and Homemaker Services is in the process of being developed.

Domestic Violence

The Domestic Violence Program monitors and provides technical assistance to domestic violence providers throughout the state of South Carolina as mandated by the South Carolina Code of Law Title 20 Domestic Relations Chapter 4 Section 20-4-160. Domestic Violence Services provides support to victims of family violence and their children through a network of community based/nonprofit service providers. Programs are designed to provide crisis intervention and prevention services.

The Domestic Violence Program has recently hired a new Program Coordinator who will also serve as the Family Violence Prevention and Services Act State Administrator. Highlights for the coming months include the expansion of training services. The Domestic Violence Program will coordinate with the University of South Carolina, College of Social Work to incorporate the dynamics of domestic violence into basic and other specialized trainings. We will also coordinate with the South Carolina Coalition Against Domestic Violence and

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Sexual Assault and USC to train on the assessment tool. Community partnerships will be enhanced as more attention will be given to creating partnerships with service providers and monitoring contracts.

Economic Services

The Office of Economic Services seeks to effectively and efficiently serve the citizens of South Carolina by helping individuals and families achieve stability through financial and other temporary benefits while transitioning into employment. This encompasses multiple programs and divisions, including the Temporary Assistance for Needy Families program (known in South Carolina as Family Independence, or "FI"), the Supplemental Nutritional Assistance Program (SNAP), the Division of Employment Services, the Division of Early Care and Education, and others. Several recent efforts and initiatives are discussed below.

Disaster SNAP

DSS operated a Disaster Supplemental Nutrition Assistance Program (DSNAP) in each of the 24 counties declared eligible for individual assistance in the October 2015 Presidential Disaster Declaration. Between October and December 2015, approximately 1,100 DSS staff helped provide disaster food assistance to more than 179,000 households. The U.S. Department of Agriculture's Food & Nutrition Service (FNS) requires states to complete a post-implementation Quality Control review of no more than 500 DSNAP cases, focusing on whether the agency followed procedure. FNS does not require a review or audit of recipient fraud. In an effort to ensure program integrity, the Department conducted a post-DSNAP case review of approximately five percent of the approved DSNAP applications (9,029 cases). Of the cases reviewed, 297 (3.2 percent), indicated an Intentional Program Violation, or "fraud".

Federal Time Limit for SNAP Able-Bodied Adults without Dependents (ABAWDs)

Under the federal food stamp regulations, Supplemental Nutrition Assistance Program (SNAP) eligibility for recipients who are designated as Able-Bodied Adults without Dependents, or "ABAWD", is limited to three months in a 36-month period unless the individual meets ABAWD work requirements. In order to meet the work requirements, an ABAWD must be working and/or participating in a work program at least 80 hours each month.

This is not a new requirement. However, beginning October 2015, most states who were previously operating under a federal waiver of the time limit policy no longer qualify because of lower unemployment rates. South Carolina's waiver expired March 31, 2016. Due to declining unemployment rates in the state, DSS did not seek another waiver, and reinstated the time limits established by federal law on April 1, 2016.

ABAWDs who exhaust their three months of benefits and do not comply with the work requirement lose their SNAP benefits for the remainder of the 36-month time period. An ABAWD can regain eligibility during this time period by meeting the work requirement for 30 days, after which they remain eligible to receive SNAP for as long as they continue to meet work requirements.

SNAP Employment and Training (E&T) Program

On April 1, 2016, the SNAP E&T program moved to a statewide, voluntary model. The SNAP E&T program now includes specific components to assist ABAWDs by providing educational, training, and volunteer opportunities that allow them to remain eligible for SNAP benefits while pursuing self-sufficiency. SNAP E&T has expanded the agency's existing partnership with the Workforce Innovation and Opportunity Act (WIOA) by working to co-locate SNAP E&T staff in the State's SC Works Centers to provide participants with direct access to resources and partner agencies through the State's One-Stop system. The Pathways Scholarship Program was also initiated to provide SNAP recipients with scholarships for short term training and certification programs where they have the opportunity to gain valuable training and receive industry-recognized competencies and credentials. These

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scholarships are available statewide, however, priority is given to SNAP recipients residing in federally-designated Promise Zone areas.

Workforce Innovation and Opportunity Act (WIOA)

Over the course of 2015, DSS has sought to further expand the agency's existing partnerships and to establish new relationships with collaborative agencies and specifically, organizations that can assist with our goals of providing more efficient services to both jobseekers and employers. One of the ways DSS has worked toward these goals is to participate in the State's planning for the requirements of the Workforce Innovation and Opportunity Act (WIOA). DSS has participated in the discussions and planning for the State's four-year, Unified State Plan. As a required WIOA partner, the TANF program has been a specific focus and DSS has also strategically incorporated SNAP E&T as a recommended partner.

Jobs Upfront Mean More Pay (JUMMP)

The JUMMP program is in its final contractual year, and changes have been made to further improve the program's operations and client outcomes. JUMMP vendors have implemented new, short term training programs designed to provide participants with additional skills while simultaneously seeking employment; executed call center training and basic computer training to make JUMMP participants more marketable and to meet local labor demands; and strategically placed offices in SC Works Centers to reduce costs while concurrently expediting client services with partner agencies.

Project HOPE

In the fall of 2015, DSS was awarded a new, five-year Health Profession Opportunity Grant by the Administration of Children and Families which became fully operational February 2016. Project HOPE (Healthcare Occupations Preparation for Employment) seeks to build upon the experiences of the first five-year grant by expanding services and enrolling more participants who are interested in careers in the healthcare field.

Division of Early Care and Education

The Division of Early Care and Education (DECE) administers multiple programs, including ABC Voucher, ABC Quality, the Center for Child Care Career Development, Child Care Licensing, the Child and Adult Care Food Program, and the Head Start Collaboration Office. Examples of current activities/initiatives are discussed below.

DECE provides oversight for all legally operating child care facilities in the state. The Child Care Licensing regulations serve as the basis for the protection of children's health and safety while in care. ABC Quality, the state's voluntary quality rating improvement system (QRIS), is a broad five tier quality structure that includes Levels A+, A, B+, B, and C. The QRIS is based on comprehensive standards to assist child care providers to enhance their program beyond licensing standards.

Through several contractual agreements DECE provides support for the provision of specialized guidance to all types of child care providers across the state which build and enhance knowledge and skills that are critically important to providing high quality care for young children. These initiatives include the SC Inclusion Collaborative, SC Child Care Resource and Referral Network, SC Beginnings, and SC Program for Infant and Toddler Care.

In 2016, one-time grants were offered to child care providers to support flood recovery efforts, assure compliance with health and safety requirements, and for overall quality improvement efforts. DECE also provided support for a free online health and safety pre service course for all child care providers. As of June 30, 2016, 127,734 courses have been taken and 5,022 students have completed the 26 hour course.

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In January 2016 DECE implemented a policy prioritizing homeless children and providing subsidy voucher slots to homeless families. Other enhancements to the child care subsidy program implemented in 2016 include:

- Restoring the second year of transitional child care from half-time to full time for families meeting the eligibility requirements.
- Expanding foster care child care policy to allow foster parents to work, be in school, training or have a verified disability.
- Increasing payment rates to progressively compensate providers based on their performance in meeting increasing quality criteria that exceed regulatory requirements and providing the opportunity for more children with child care subsidies to have access to higher quality care.

The Center for Child Care Career Development (CCCCD) is a multi-faceted system designed to manage professional development for the state's ECE system. CCCCCD maintains a strong working relationship with the technical college system that fosters advance professional development opportunities for the child care workforce. In addition, CCCCCD administers the Teacher Education and Compensation Helps (T.E.A.C.H) scholarship program to provide an educational career path for caregivers and directors. South Carolina's T.E.A.C.H program is one of the largest in the nation.

DECE continues to implement a broad based consumer and community awareness campaign about quality child care. Parents are provided information on how to judge the quality of available child care choices and communities are made aware of quality programs in their town or county. 2016 accomplishments include television PSAs, print and online ads focusing on quality child care, and sponsoring a health and fitness game with the University of South Carolina Women's Basketball team for the 3rd straight year.

Child Support Services

The Child Support Services Division (CSSD) establishes and enforces orders for child support, establishes paternity for children when paternity is an issue, locates absent parents when whereabouts are unknown, and collects and distributes child support payments. CSSD also provides enhanced fatherhood initiatives and new linkages to child welfare services and employment-related services to improve the capability of both custodial and non-custodial parents to provide their children with the financial, physical and emotional support they deserve and need to be safe and to thrive.

Over the past year, the Child Support Services Division continued to improve its internal workflow and the workflow between the Division and the 46 county Clerks of Court regarding case scheduling, income withholding, and service of process. Past due notices are now generated automatically at a central location, license revocation is centralized and automatic, and reporting on performance metrics has been routinized and distributed to child support staff and Clerks of Court. This has resulted in a continuous increase in collections over the last three fiscal years – from \$250 million in SFY13 to \$263 million in SFY 14 to \$286 million in SFY15 and \$295 million in SFY 16. These represent increases of more than three times the national average.

The Child Support Services Division continued its increased efforts to establish partnerships with others to improve the program. With Clemson University, CSSD has begun planning the creation of a Child Support Institute, using the Rutgers University partnership with the New Jersey Child Support program as a model. Key trainings included customer service training, leadership development, trauma informed care, and active shooter training, among others.

The Child Support Services Division also partnered with Clemson and SNAP to deliver the NCP Connections Program in six counties – Aiken, Chesterfield, Florence, Richland, Spartanburg, and Sumter. Through the intensive case management of this program, two hundred forty-nine SNAP recipients who also had child support

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cases were placed in jobs, resulting in collections of \$299,314.61 in child support, an increase of \$119,035.64 from the same group of individuals for the fifteen months prior to Connections program involvement. Due to organizational changes, this program has been retired and staff been re-tasked to an Early Intervention Child Support project.

The Child Support Division also partnered with the Child Welfare Division and the Division of Economic Services to procure state-wide fatherhood services in each region of the state. The South Carolina Center for Fathers and Families and its local fatherhood affiliates were awarded the contracts. The program curriculum comprises employment training, job finding, and job retention, as well as relationship skills building, parenting skills, and financial management. At the end of FY16, fatherhood and employment services were available to eighty-five percent of the state's population – with larger, more populous counties receiving a full range of services, and those with the smallest populations receiving telephone and periodic one-on-one support for the individuals enrolled. Rollout and expansion will continue through FY17. As of June 30, 2016, 1,156 individuals were enrolled and receiving services.

CSSD is in the final year of the Child Support Parent Employment Demonstration (CSPED) grant. As of June 30, 2016, in the three grant counties – Horry, Charleston, and Greenville – 849 individuals were enrolled in Operation Work, the grant's local name. Eighty percent had secured employment, seven were enrolled in or had completed GED courses, five have obtained a CDL, two had enrolled in a culinary arts class, and several more had enrolled in various other educational programs. A final, detailed evaluation of the program will be prepared by the Federal OCSE Evaluation Team in 2017.

CSSD continues to work with Xerox to transfer the Delaware child support system, known locally as Palmetto Automated Child Support System (PACSS). Implementation is scheduled to be complete by July 2019. CSSD staff are participating in requirement and design sessions, testing, data clean-up and data conversion efforts which are critical for the successful implementation of PACSS.

Risk Assessment and Mitigation Strategies

DSS provides services to families throughout South Carolina and plays an important role in the lives of children and adults who find themselves in difficult and challenging situations. Every year, DSS strives to improve on past performance and build a knowledgeable workforce that is prepared to face any situation that presents itself. The agency works closely with and relies on other state agencies, non-profit organizations, and others in the delivery of these services. If the agency were unable to carry out its goals and objectives, the public would not receive timely or quality services at their point of need. From delivering employment assistance, child support enforcement services, child protective services, food assistance, vulnerable adult services, and much more, DSS plays an important role in the array of services provided by the state government. DSS works closely with the General Assembly to ensure that the agency is able to fulfill its goals and objectives, including presenting budget requests to fund the agency's efforts, proposing improvements to state law and regulation that will enable DSS to better serve families, and adjusting agency practice and policy to address concerns raised by the public and our oversight bodies.

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SEPTEMBER 2, 2016

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective Healthy and Safe Families	Description
G	1	1			Promote the safety and well-being of children and vulnerable adults; promote permanency for children.
S		1.1			A1: Assess and improve the quality of abuse and neglect report intake decisions.
O		1.1.1			☐ A1a: Implement regionalized intake statewide, including hiring of additional Human Services employees needed for successful implementation.
O		1.1.2			☐ A1b: Develop and implement process to regularly evaluate results of initial regional intake roll-out (volume and quality).
O		1.1.3			☐ A1c: Complete conversion and training for VOIP phone system.
O		1.1.4			☐ A1d: Improve tools and consistency across regions for screening children and vulnerable adults.
O		1.1.5			☐ A1e: Increase public awareness regarding mandated reporters and criteria for accepted abuse and neglect reports.
S		1.2			A2: Improve the timeliness of initiating investigations.
O		1.2.1			☐ A2a: Conduct regular review of investigation timeframes.
O		1.2.2			☐ A2b: Conduct regular quality assurance case reviews to ensure timely services.
O		1.2.3			☐ A2c: Complete the Business Process Redesign for Assessment and implement recommendations.
S		1.3			A3: Improve the quality and consistency of ongoing assessments of safety and risk to children and vulnerable adults.
O		1.3.1			☐ A3a: Complete the development and pilot of the new Child and Family Assessment and Case Planning Tool.
O		1.3.2			☐ A3b: Develop a new Adult Assessment and Case Planning Tool.
O		1.3.3			☐ A3c: Build capacity and skills for identifying, reporting, and determining services for victims of sex trafficking.
O		1.3.4			☐ A3d: Build Supervisory capacity and skills to continually improve support for critical thinking around child and adult vulnerability and caregiver protective capacity.
O		1.3.5			☐ A3e: Implement trauma-based assessment.
S		1.4			A4: Reduce repeat maltreatment for children and vulnerable adults.
O		1.4.1			☐ A4a: Utilize Family Engagement services in conjunction with the Signs of Safety framework to identify and engage family networks and enhance the family's ability to provide ongoing safety.
O		1.4.2			☐ A4b: Build staff competencies to create ongoing safety networks for children prior to all case closures.
O		1.4.3			☐ A4c: Develop a strategy / framework for engaging family and community supports for vulnerable adults.
O		1.4.4			A4d: Assess services on a regional level that are available for children and vulnerable adults and their caregivers
S		1.5			A5: Develop a case practice model that clearly articulates best practice and the core values that inform how DSS interacts with children, families and vulnerable adults to increase safety, permanency, and well-being.
O		1.5.1			☐ A5a: Provide regional trauma-informed care training for all front line staff.
O		1.5.2			☐ A5b: Fully implement Signs of Safety statewide, including with APS and Child Support Divisions.
S		1.6			A6: Improve the permanency and stability of children and vulnerable adults in their living situations by providing supports to help preserve the family unit.

Agency Name: Department of Social Services

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			1.6.1		☐ A6a: Promote positive permanency through ensuring that decisions made for children are helping to meet the ultimate goal of 1) Reunification 2) Adoption by Family 3) Custody and Guardianship by Family or 4) Adoption by other.
O			1.6.2		☐ A6b: Improve caseworker decision-making to help ensure placement, including Kinship placement, is in the best interest of the child and consistent with achieving the goal of permanency.
O			1.6.3		☐ A6c: Develop protocol and guidelines to help DSS staff evaluate and better assess the need for congregate care.
O			1.6.4		☐ A6d: Develop and increase placement options for vulnerable adults.
O			1.6.5		☐ A6e: Evaluate need for implementation of training for Adult Protective Services homemaker staff to assist adults in meeting their Activities of Daily Living.
S		1.7			A7: Ensure the educational, physical and mental health needs of children and vulnerable adults are addressed.
O			1.7.1		☐ A7a: Increase awareness of eligibility criteria for children and youth to Interagency System for Caring for Emotionally Disturbed Children (ISCEDC).
O			1.7.2		☐ A7b: Address barriers for access to Medicaid services.
O			1.7.3		☐ A7c: Implement the Health and Education passports in Child and Adult Protective Services System (CAPSS).
O			1.7.4		☐ A7d: Strengthen collaboration and coordination with other agencies to implement Developmental Screenings.
O			1.7.5		☐ A7e: Improve the quality and availability of services for vulnerable adults.
S		1.8			A8: Provide services and supports to help youth in foster care successfully transition to living independently.
O			1.8.1		☐ A8a: Utilize best practices to engage and support youth in identifying positive supports and lifelong connections to assist youth in the transition from foster care to self-sufficiency.
O			1.8.2		☐ A8b: Conduct case planning with all youth to include at least two adults of the youth's choice.
O			1.8.3		☐ A8c: Conduct transition planning with youth and their support network prior to the youth's 18th birthday.
O			1.8.4		☐ A8d: Improve practice, services, and resources for youth through continued tracking and data analysis of the National Youth in Transition Database.
S		1.9			A9: Improve the continuity of family connections and work towards equitable access to services
O			1.9.1		☐ A9a: Provide program service array aligned with the needs of children, youth, families and vulnerable adults.
O			1.9.2		☐ A9b: Increase access to Community Based Prevention Services; ensure services are aligned with DSS policy and expected outcomes are clearly articulated and measured.
S		1.10			A10: Educate families and train providers to help ensure children receive safe and quality child care.
O			1.10.1		☐ A10a: Inform parents about safe child care and provide accurate and updated information to guide parent's informed decision-making.
O			1.10.2		☐ A10b: Recruit Centers to participate in Quality Child Care program.
S		1.11			A11: Foster system and practice changes to improve assessment, referral and follow-up of domestic violence services.
O			1.11.1		☐ A11a: Ensure staff is properly trained on domestic violence assessment and referrals.
O			1.11.2		☐ A11b: Implement programming aimed at reducing domestic violence.

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective Education, Training, and Human Development	Description
G	2				Help preserve the family unit by enhancing the capacity of individuals and families to provide for their own needs.
S		2.1			B1: Increase recruitment, retention, and capacity of foster and adoptive parents.
O		2.1.1			☐ B1a: Enhance availability and quality of post-adoptive support services.
O		2.1.2			☐ B1b: Target recruitment for adoption of older children and sibling groups.
O		2.1.3			☐ B1c: Implement business process redesign for foster care licensing.
O		2.1.4			☐ B1d: Develop and implement business process redesign for recruitment of prospective adoptive families.
O		2.1.5			☐ B1e: Increase monthly foster care rate based on current data for the Southeast region, provide assistance to kinship caretakers.
O		2.1.6			☐ B1f: Provide ongoing training for foster parents and congregate care providers on services and resources available to youth and how to access and receive funding for these services.
O		2.1.7			B1g: Periodically review payment rates paid to foster parents and other foster care providers and assess if they are reasonable for current conditions.
S		2.2			B2: Help prepare and transition clients to employment and self-sufficiency.
O		2.2.1			☐ B2a: Provide temporary resources, programs and support services to qualified recipients, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP) and Child Care Vouchers.
O		2.2.2			☐ B2b: Increase number of child care vouchers.
O		2.2.3			☐ B2c: Provide quality workforce readiness training.
O		2.2.4			☐ B2d: Enhance the marketing of workforce services to prospective employers.
O		2.2.5			☐ B2e: Provide family strengthening programs and support services.
O		2.2.6			☐ B2f: Evaluate the effectiveness of family strengthening programs and support services and modify as needed to improve outcomes.
S		2.3			B3: Ensure appropriate resources are distributed with integrity and in a timely, accurate, and equitable manner.
O		2.3.1			☐ B3a: Help prevent fraud and abuse of programs by maintaining effective benefits integrity program.
O		2.3.2			☐ B3b: Provide timely and accurate Board payments for Foster Parents and congregate care facilities.
O		2.3.3			☐ B3c: Evaluate and improve process of providing clothing allowance for children in foster care.
O		2.3.4			☐ B3d: Evaluate and improve process of Medicaid eligibility for children in care and vulnerable adults in DSS custody.
O		2.3.5			☐ B3e: Work with Clerks of Court to ensure child support payments are disbursed in a timely manner.
S		2.4			B4: Provide assistance to custodial parents who need help obtaining child support payments.
O		2.4.1			☐ B4a: Ensure Support Orders are established accurately and in a timely manner.
O		2.4.2			☐ B4b: Utilize administrative remedies and behavioral economics to promote consistent, timely payments of child support.
S		2.5			B5: Complete the transformation of the Child Support System.
O		2.5.1			☐ B5a: Complete the development of the Palmetto Automated Child Support System (PACSS).

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			2.5.2		☐ B5b: Clearly communicate Child Support System project milestones, progress and challenges, both internally and externally.
O			2.5.3		B5c: Complete change management policies, procedures, and practice to move from a decentralized program to a centralized program for collection and distribution of child support and spousal support.
G	3			Government and Citizens	Ensure DSS workforce is supported in their efforts to provide high-quality service that is responsive and engaged.
S		3.1			C1: Recruit and retain sufficient workforce of qualified and diverse individuals.
O			3.1.1		☐ C1a: Streamline hiring and on-boarding of staff.
O			3.1.2		☐ C1b: Work with Universities to establish pipeline of qualified applicants.
O			3.1.3		☐ C1c: Enhance recruitment marketing efforts.
O			3.1.4		☐ C1d: Improve HR systems throughout hiring process.
O			3.1.5		☐ C1e: Enhance employee orientation.
O			3.1.6		☐ C1f: Implement student loan repayment and tuition incentive program for DSS Staff.
O			3.1.7		☐ C1g: Develop career ladder, with performance incentives, for staff in human services, economic services, child support and other divisions.
O			3.1.8		☐ C1h: Provide in-band and equity pay increases.
O			3.1.9		☐ C1i: Hire and train casework staff to expand 2nd and 3rd shift pilot program; evaluate impact of pilot on staff turnover.
O			3.1.10		☐ C1j: Conduct annual employee satisfaction surveys and provide feedback to staff on results; utilize results to improve retention efforts.
O			3.1.11		☐ C1k: Evaluate and improve employee exit survey process; utilize results to improve retention efforts.
S		3.2			C2: Improve performance and quality of service through continuous professional development, coaching, training, and cross training.
O			3.2.1		☐ C2a: Hire Training Director and Regional trainers.
O			3.2.2		☐ C2b: Create comprehensive staff training plan.
O			3.2.3		☐ C2c: Support staff in attending Leadership Development opportunities for DSS middle managers and executive leadership across all disciplines.
O			3.2.4		☐ C2d: Implement system to track employee training.
O			3.2.5		☐ C2e: Develop strategies for cross-training throughout the Department.
O			3.2.6		☐ C2f: Ensure proper resources and infrastructure (e.g. desks, phones, computers, building space, etc.) are provided for newly hired employees in a timely manner.
S		3.3			C3: Foster a culture of customer service, both internally and externally.
O			3.3.1		☐ C3a: Ensure customers are well-informed of services and resources available; communicate consistently throughout the Department.
O			3.3.2		☐ C3b: Provide Customer Service training (during onboarding and on-going).
S		3.4			C4: Manage caseloads by establishing and implementing caseload standards.
O			3.4.1		☐ C4a: Conduct ongoing analysis and evaluation of statewide caseload / caseworker need based on best practice standards.
O			3.4.2		☐ C4b: Develop formal methodology for even distribution of caseloads and allocation of staff across all Divisions.

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			3.4.3		☐ C4c: Hire additional caseworkers across all program areas to decrease caseloads and improve service quality statewide.
O			3.4.4		☐ C4d: Improve resources in General Counsel's office to help reduce caseloads, expedite case processing, and improve case quality.
S		3.5			C5: Establish and maintain a Continuous Quality Improvement System and enhance the capacity of DSS staff to analyze and use data to inform and improve decision-making.
O			3.5.1		☐ C5a: Develop written protocol and policies for CQI.
O			3.5.2		☐ C5b: Evaluate the use of data for performance management.
O			3.5.3		☐ C5c: Ensure staff are equipped and trained to accurately conduct data entry.
O			3.5.4		☐ C5d: Effectively communicate agency data and outcomes to stakeholders.
S		3.6			C6: Strengthen and support the well-being of the DSS workforce, including assistance to address secondary trauma experienced by staff.
O			3.6.1		☐ C6a: Develop and implement counseling support program for workforce.
O			3.6.2		☐ C6b: Provide staff training on violence, prevention, de-escalation, and safety protocols.
O			3.6.3		☐ C6c: Promote safety of staff through re-design of office building environments (lighting, keyless access, cameras, panic button, etc.)
S		3.7			C7: Develop uniform process for updating and disseminating policy updates, including statutory changes.
O			3.7.1		☐ C7a: Update policy manuals throughout the Department and decrease use of Directed Memos in policy updates.
O			3.7.2		☐ C7b: Evaluate possibility of developing an Office of Policy Management.
S		3.8			C8: Ensure all contracts have a defined purpose and include measurable outcomes and deliverables.
O			3.8.1		☐ C8a: Standardize process for grants and contracts including approvals, tracking, and evaluation.
S		3.9			C9: Protect the assets of DSS, ensure accountability over funds, and help prevent and detect fraud, waste, and abuse.
O			3.9.1		☐ C9a: Create an Office of the Inspector General to improve oversight of the agency and to increase the safety and security of agency personnel and assets.
O			3.9.2		☐ C9b: Continue to provide, through the Administrative Services divisions, services that support divisions, regional and county offices in providing effective client services, oversight and internal controls.
O			3.9.3		☐ C9c: Perform internal audits on a regular basis to help to determine if internal controls within the Agency are performing properly, and make recommendations to help resolve any findings.
O			3.9.4		☐ C9d: Monitor and help to resolve any findings that might relate to DSS, when they are found in Single Audits received from our subrecipients.
O			3.9.5		☐ C9e: Continue to carry out a Fraud Prevention and Detection Program, which includes periodic random surprise audits, an Agency fraud hotline for reporting fraud, and periodic Fraud Prevention training.
O			3.9.6		☐ C9f: Coordinate with law enforcement, DSS Inspector General's Office and the SC Inspector General's Office on fraud investigations.
G	4			Government and Citizens	Foster trust, collaboration and communication with stakeholders to improve outcomes for children, families and vulnerable adults.
S		4.1			D1: Strengthen partner relationships and increase recognition that safety, permanency, and well-being of children and vulnerable adults is the responsibility of the entire community.

Agency Name: **Department of Social Services**

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			4.1.1		☐ D1a: Define "partners"; ensure consistent definition throughout DSS through standardized MOU processing. ☐ D1b: Inventory existing partnerships and identify which divisions work with each; publish on Unite.
O			4.1.2		☐ D1c: Enhance Partner Meetings and ensure more consistency in meeting processes and outcomes across regions. ☐ D1d: Provide "DSS 101" for legislators, media and partners.
O			4.1.4		☐ D1e: Continue to strengthen DSS Advisory Group.
O			4.1.5		
S		4.2			D2: Increase awareness of DSS mission, programs, services and strategic priorities.
O			4.2.1		☐ D2a: Develop a Strategic Communications Plan
O			4.2.2		☐ D2b: Develop a plan for quarterly video messages from Director and DSS Senior Staff.
O			4.2.3		☐ D2c: Proactively tell the positive stories and outcomes of DSS.
S		4.3			D3: Strengthen alignment among DSS and other governmental agencies to provide more effective and efficient services to clients.
O			4.3.1		☐ D3a: Convene "roundtables" consisting of DSS and partner agency representatives.
S		4.4			D4: Foster a culture of transparency.
O			4.4.1		☐ D4a: Train agency staff on how to safely share information while adhering to statutory requirements as it relates to confidentiality.
O			4.4.2		☐ D4b: Increase awareness among external stakeholders and legislators about confidentiality requirements.
S		4.5			D5: Provide timely, consistent, accurate and culturally responsive communication.
O			4.5.1		☐ D5a: Ensure internal and external audiences can easily access a comprehensive, up-to-date DSS resource directory and information.
O			4.5.2		☐ D5b: Improve access, capabilities and utilization of technology in communication.
O			4.5.3		☐ D5c: Develop, update and publish information using a wide range of vehicles such as videos, tip sheets, brochures, TV monitors, fact sheets, etc.
O			4.5.4		☐ D5d: Establish a speaker's bureau.
O			4.5.5		☐ D5e: Launch the redesigned internal and external website.
S		4.6			D6: Improve responsiveness to public feedback.
O			4.6.1		☐ D6a: Standardize mechanisms for constituent feedback including centralized log for all divisions.
O			4.6.2		☐ D6b: Standardize process for Freedom of Information Act (FOIA) responses.
O			4.6.3		☐ D6c: Develop critical incidence response protocol.
S		4.7			D7: Provide two-way communication channels to keep employees and external stakeholders informed while soliciting on-going input.
O			4.7.1		☐ D7a: Improve utilization of face-to-face meetings as a two-way communication vehicle.
O			4.7.2		☐ D7b: Utilize employee satisfaction surveys as two-way communication vehicle.

Agency Name:	Department of Social Services		
Agency Code:	L04	Section:	038

Performance Measure				Performance Measurement Template		
Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Associated Objective(s)
1	CPS assessments initiated timely	100%	88.60%	100%	July 1 - June 30	A2 objectives
2	CPS assessments completed timely	100%	92.60%	100%	July 1 - June 30	G1 objectives
3	Monthly visits in Foster Care	100%	95.30%	100%	July 1 - June 30	G1 objectives
4	Improve the initial and ongoing assessments of safety and risk to children, to protect children in the home and prevent removal; provide services to the family. (2017 APSR-Plan For Improvement).	58%	47.50%	59%	April 2016 - March 2017	G1 objectives
5	Ensure the physical and mental health needs of children (including dental health) are addressed. (2017 APSR-Plan For Improvement).	67.50%	54.30%	71.50%	April 2016 - March 2017	G1 objectives
6	Improve the placement stability of children in foster care. (2017 APSR-Plan For Improvement).	77.80%	62.30%	78.80%	April 2016 - March 2017	G1 and G2.B1 objectives
7	Children discharged from Foster Care to reunification do not re-enter foster care within 12 months of the date of their discharge	95.04%	92.70%	95.04%	July 1 - June 30	G1 objectives
8	Improve the permanency and stability of children in their living situation. (2017 APSR-Plan For Improvement).	37.70%	18.50%	39.70%	April 2016 - March 2017	G1 objectives
9	Children placed in county of origin	70%	42.10%	70%	July 1 - June 30	G1 and G2.B1 objectives

Performance Measure				Performance Measurement Template		
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9	Children placed in county of origin	70%	42.10%	70%	July 1 - June 30	G1 and G2.B1 objectives

Agency Name:	Department of Social Services
Agency Code:	LD4
Section:	038

Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
10	Improve the continuity of family relationships and connections with the neighborhood community, faith, extended family, tribe, school, and friends for children. (2017 APSR-Plan for Improvement)	56.40%	46.30%	58.40%	April 2016 - March 2017	Quality Assurance Reviews	Administration for Children and Families-Child and Family Services Review, 5 th Round Instrument-Permanency Outcome 2, Items # 7-11. 7. Concentrated efforts were made to ensure that siblings in foster care are placed together unless a separation was necessary to meet the needs of one of the siblings. 8. Concentrated efforts were made to ensure the required quality and frequency of visitation between a child in foster care and his or her mother, father, and siblings. 9. Concentrated efforts were made to maintain the child's connections to his or her neighborhood, community, faith, extended family, tribe, school, and friends. 10. Concentrated efforts were made to place the child with relatives when appropriate. 11. Concentrated efforts were made to promote, support, and/or maintain positive relationships between the child in foster care and his or her mother and father or other primary caregiver(s). The Objective Measure is 62.4% by the end of FFY 2019, Sept. 30, 2019.	G1 objectives
11	APS assessments initiated timely	100%	84.16%	100%	July 1 - June 30	CAPSS	The number of APS assessments initiated timely divided by the total number of assessments.	G1 objectives
12	APS assessments completed within 45 days	100%	70.73%	100%	July 1 - June 30	CAPSS	The number of APS assessments completed within 45 days divided by the total number of assessments.	G1 objectives
13	APS cases with monthly activity	95%	81.47%	95%	July 1 - June 30	CAPSS	The number of months for APS services with monthly activity recorded divided by the total number of months for APS services.	G1 objectives
14	FC Timeliness of benefit issuance	19.00	21.25	19.00	July 1 - June 30	CHIP Report MR161	The number of days between application received date and case disposition.	B2 and B3 objectives
15	SNAP- Accuracy of benefit issuance	98.90%	98.90%	99.00%	October 1 - September 30	SNAP OC Data	The SNAP error rate is calculated from the results of reviews of a sample of cases selected each month from the state's universe of issuance. The selection is a valid sample, resulting in a statistically valid error rate. The total allotments issued in error in a month are divided by the total allotments issued in the same month.	B2 and B3 objectives
16	SNAP- Timeliness of benefit issuance	93%	91.78%	93%	July 1 - June 30	CHIP Report MR271	The percentage of SNAP applications approved within federal timeframes.	B2 and B3 objectives
17	SC Child Care Vouchers disbursed	24.673	21.417	22.488 (5% increase)	July 1 - June 30	Data stored in the SC Voucher System	The number of SC Vouchers provided for children.	A10 objectives
18	Annual child care licensing visits	Based on the number of facilities operating	4,345	Based on the number of facilities operating	July 1 - June 30	Data report gathered from regional licensing supervisors	The number of supervisory visits made to licensed child care facilities.	A10 objectives
19	Registered family child care homes receiving an annual visit	Based on the number of facilities operating	1045	Based on the number of facilities operating	July 1 - June 30	Child Care Licensing Database	The percentage of registered family child care homes visited. Under new law, every registered family child care home will be visited at least once a year.	A10 objectives
20	Fire and Health Inspections	Based on the number of facilities operating	2,023	Based on the number of facilities operating	July 1 - June 30	Code Pal	The number of fire and health inspections completed.	A10 objectives
21	Percentage of Child Support cases with support orders established	80.00%	81.29%	81%	July 1 - June 30	CSSD Data System	The number of child support cases with support orders established, divided by the number of child support cases.	B4 objectives
22	Amount of Child Support Collected	\$270,640,000	\$295,367,500	\$295,000,000	July 1 - June 30	CSSD Data System	The amount of child support collected during the State Fiscal Year.	B4 objectives
23	Percentage of Cases Paying on Arrears Balances	57%	58.28%	58%	July 1 - June 30	CSSD Data System	The number of child support cases with payments made on arrears balances, divided by the number of child support cases with arrears balances.	B4 objectives
24	License Revocation Notices	9,500	10,986	12,085	July 1 - June 30	CSSD Data System	Administrative Enforcement remedy. The number of license revocation notices issued by the Division against non-paying parents.	B4 objectives
25	Financial Institution Data Match collections	\$148,718	\$146,028	\$160,630	July 1 - June 30	CSSD Data System	Administrative Enforcement remedy. The amount collected by the Division from fees against financial institutions on account held by non-paying parents.	B4 objectives

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Agency Code:	L04	Section: 038

Performance Measurement Template							Associated Objective(s)
Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method
26	Insurance Match collections	\$700,000	\$894,811	\$1,028,292	July 1 - June 30	CSSD Data System	Administrative Enforcement remedy. The amount of past due child support collected from levies against insurance settlements.
27	Wage Withholding collections	\$175,205,918	\$187,260,125	\$188,000,000	July 1 - June 30	CSSD Data System	Collections of child support through wage garnishment.
28	Enroll non-custodial parents in the Child Support Parent Employment Demonstration program.	500	441	\$125 (partial year only)	July 1 - June 30	CSSD Data System	The number of non-custodial parents enrolled in the program during the State Fiscal Year.

Agency Name:	Department of Social Services		
Agency Code:	L04	Section:	038

Program/Title		Purpose		FY 2015-16 Expenditures (Actual)			FY 2016-17 Expenditures (Projected)			Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I.A. Agency Administration	The Agency Administration Program tracks general state office administrative support costs (such as Human Resource Management, Finance, Budgets, Procurement, etc.)	\$ 6,244,215	\$ 1,525,661	\$ 24,857,300	\$ 32,627,176	\$ 7,494,003	\$ 1,197,077	\$ 26,658,314	\$ 35,349,394	All
I.B. Information Resource Management	Information Resource Management enhances and upgrades technology to improve customer access and accuracy of information as well as worker time.	\$ 8,397,606	\$ 8,247,795	\$ 24,723,574	\$ 41,368,975	\$ 10,736,908	\$ 12,926,612	\$ 37,674,973	\$ 61,338,494	All
I.C. County Office Administration	The County Office Administration Program tracks administrative support costs of the counties.	\$ 6,762,178	\$ 385,632	\$ 10,844,902	\$ 17,992,712	\$ 10,021,975	\$ 702,539	\$ 16,826,051	\$ 27,550,566	All
I.D. County Support of Local DSS	The County Local Support Program track tracks transactions submitted by County Government for office space, facility services, janitorial services, utilities, telephone services and related supplies, for the county offices.	\$ (338)	\$ 884,892	\$ 4,202,228	\$ 5,086,782	\$ -	\$ 628,556	\$ 2,374,563	\$ 3,003,118	All
I.E. Program Management	These programs provide assistance to eligible citizens, to improve the quality of life of these citizens, and to assist these individuals to obtain their highest level of functioning.	\$ 4,972,275	\$ 4,531,063	\$ 31,542,427	\$ 41,045,766	\$ 6,770,271	\$ 4,384,029	\$ 44,907,060	\$ 56,061,360	All
II.A. Child Protective Services	These programs provide services to families which are mandated by law to protect children from abuse and neglect within their families, in foster care, or by persons responsible for the child's welfare as defined by statute. Services are provided to strengthen families; to enable children to remain safe in the home; to temporarily remove from parental custody a child who is at imminent risk of harm; or to pursue termination of parental rights and assure the child permanency in a substitute family if the custodial family cannot be preserved without serious risk to the child.	\$ 10,433,591	\$ 850,471	\$ 41,873,242	\$ 53,157,305	\$ 13,505,874	\$ 1,134,932	\$ 60,759,956	\$ 75,400,762	G1 objectives
II.B. Foster Care	These programs provide within the framework of federal and state mandates, substitute care and support out-of-home services that are child centered and family focused; to contribute to the protection of children and promote their well-being, and to effectively serve children who are in need of therapeutic placements.	\$ 42,257,954	\$ 2,168,768	\$ 45,373,880	\$ 89,800,601	\$ 47,702,469	\$ 2,567,982	\$ 61,271,402	\$ 111,541,853	G1; G2.B1 objectives

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Program Template

Program/Title	Purpose	FY 2015-16 Expenditures (Actual)			FY 2016-17 Expenditures (Projected)			TOTAL	Associated Objective(s)
		General	Other	Federal	General	Other	Federal		
II.C. Adoptions	The purpose of this program is to provide services to children, birth parents, and adoptive families; to suitably and permanently place children; and to provide post-legal services to adult adoptees, birth families, and adoptive families.	\$ 17,705,376	(48)	\$ 17,476,922	\$ 18,704,392	\$ -	\$ 19,384,922	\$ 38,089,314	G1, G2, B1 objectives
II.D. Adult Protective Services	The purpose of this program is to investigate reports of abuse, neglect or exploitation of vulnerable adults that are senile; mentally retarded, developmentally disabled, and/or otherwise incapacitated (age 18 and over) who are unable to provide for their own care and protection; and to provide protective services to these adults in the least restrictive environment.	\$ 763,551	\$ 763,880	\$ 2,801,407	\$ 1,219,463	\$ 1,219,463	\$ 3,869,375	\$ 6,308,301	G1 objectives
II.E. Employment and Training Services	These programs provide assistance to welfare recipients to maximize their strengths and abilities to become fully employed; to become socially and economically independent.	\$ 9,726,984	\$ 427,831	\$ 45,885,733	\$ 10,968,671	\$ 168,057	\$ 59,296,699	\$ 70,433,427	G2 objectives
II.F. Child Support Enforcement	The Integrated Child Support Services Division (ICSSD), formerly the Child Support Enforcement Division and the Child Support Enforcement Project, establishes and enforces orders for child support, establishes paternity for children when paternity is an issue, locates absent parents when whereabouts are unknown, and collects and distributes child support payments. ICSSD also provides enhanced fatherhood initiatives and new linkages to child welfare services and employment-related services to improve the capability of both custodial and non-custodial parents to provide their children with the financial, physical and emotional support they deserve and need to be safe and to thrive.	\$ 2,465,392	\$ 4,802,184	\$ 22,582,776	\$ 3,469,286	\$ 1,755,707	\$ 10,495,881	\$ 15,720,874	G2, B4, B5 objectives

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Program/Title		Purpose		FY 2015-16 Expenditures (Actual)			FY 2016-17 Expenditures (Projected)			Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
II.G. Food Stamp Assistance Program	The federal Supplemental Nutrition Assistance Program (SNAP) provides cash assistance to low-income individuals and families so they can purchase food. The SNAP 2 Work program provides employment-related services. The Family Nutrition Program consists of a network of food assistance programs that improve the health and well-being of children and adults who cannot provide adequate nutrition for themselves.	\$ 4,008,106	\$ 443,652	\$ 3,194,099	\$ 7,645,858	\$ 2,921,843	\$ 17,196	\$ 5,097,741	\$ 8,036,780	632 objectives
II.H. Family Preservation	This program prevents the unnecessary separation of children from their families, improve the quality of care and services to children and their families, and ensure permanency for children by reuniting them with their parents, by adoption or by another permanent living arrangement.	\$ 229,354	\$ 739,845	\$ 4,457,299	\$ 5,426,498	\$ 782,168	\$ 340,516	\$ 4,958,396	\$ 6,081,079	631 objectives
II.I. Homemaker	The Homemaker Program assists individuals and families with activities of daily living, personal care, and home management in order to overcome specific barriers.	\$ -	\$ -	\$ 1,298,843	\$ 1,298,843	\$ -	\$ -	\$ 1,788,564	\$ 1,788,564	631 objectives
II.J. Battered Spouse	Domestic Violence Services provide support to victims of family violence, their children and abusers through a network of community based/nonprofit service providers. Programs are designed to provide crisis intervention and prevention services.	\$ -	\$ 783,520	\$ 3,233,577	\$ 4,017,097	\$ -	\$ 912,412	\$ 3,219,089	\$ 4,131,502	631 objectives
II.K. Pregnancy Prevention	The Pregnancy Prevention program prevents and reduces the incidence of out-of-wedlock pregnancies among participants through services/activities provided to the participant and his or her family. Services/activities will be provided to ensure that the family can provide a healthy, safe, and nurturing environment for all family members. Participants will be encouraged to delay sexual involvement and pregnancy until they are physically, financially, and emotionally ready to care for children.	\$ 546,972	\$ -	\$ -	\$ 546,972	\$ 546,972	\$ -	\$ -	\$ 546,972	632 objectives

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Legal Standards Template				Statutory Requirement and/or Authority Granted	Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law		
1	SC Code Title 11, Chapter 5	State	Statute	Establishes the SC ABLE Savings Program and authorizes the Department of Social Services to exchange data regarding eligible individuals with the State Treasurer, the Department of Health and Human Services, and the Department of Disability and Special Needs.	Agency
2	SC Code Title 43, Chapter 1	State	Statute	Creates the State Department of Social Services and provides for appointment of State Director of Social Services who is appointed by and subject to removal by the Governor. Provides for agency's authority to supervise and administer public welfare and child protective services activities of the State and to administer federal funds granted in furtherance of the agency's duties. Requires agency to submit to the Governor and the General Assembly an annual budget with State Director to submit to the Governor and the General Assembly an annual budget with consideration given to federal funds allotted to the State for the agency's purposes and once every five years, to conduct a substantive quality review of the child protective services and foster care programs in each county and each adoption office. Provides for the selection of the directors of the county departments of social services by the State Director who serve at the pleasure of the State Director and requires that State Department of Social Services supervise and administer activities of all county departments of social services.	Agency
3	SC Code Title 43, Chapter 3	State	Statute	Provides for the establishment of county departments of social services and county boards of social services in each county and specifies the duties, powers, and responsibilities of county directors of the county departments of social services, to include the submission of annual reports and budget estimates to the State Director.	Agency
4	SC Code Title 43, Chapter 5	State	Statute	Requires the agency to implement and administer a public welfare program. Specifies the means for obtaining child support payments from absent parents. Authorizes the agency to enter into cooperative agreements to reimburse county officials for cost of developing and implementing a child support collection and paternity determination program.	Economic Services; Child Support Services
5	SC Code Title 43, Chapter 35	State	Statute	Requires the agency to operate an Adult Protective Services Program, to investigate noncriminal reports of alleged abuse, neglect, and exploitation of vulnerable adults, and to participate as a member of the Vulnerable Adults Fatalities Review Committee.	Adult Advocacy
6	SC Code Title 63, Chapter 7	State	Statute	Identifies agency responsibilities related to child protection and permanency planning to include responsibilities for identification, investigation, and intervention of reported cases of child abuse and neglect. Sets forth processing standards and requirements for child abuse and neglect cases brought in the family court, to include specification of required components of treatment plans and standards for terminating parental rights. Specifies confidentiality requirements for records maintained by the agency in child welfare matters. Also sets forth the requirements for protection and nurture of children placed in foster care and standards to be used to evaluate foster care placements for children in the agency's custody.	Child Welfare Services

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Legal Standards Template			Statutory Requirement and/or Authority Granted		Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law		
7	SC Code Title 63 Chapter 9	State	Statute	Identifies agency responsibilities under the South Carolina Adoption Act, for establishment and maintenance of the Responsible Father Registry, and for operation of the State Adoption Services and the Statewide Adoption Exchange programs. Provides agency authority to administer the South Carolina Adoption Supplemental Benefits Act, and to serve as the State compact administrator for the Interstate Compact for Adoption and Medical Assistance and the Interstate Compact on the Placement of Children.	Child Welfare Services
8	SC Code Title 63 Chapter 11	State	Statute	Sets forth the agency's responsibility to administer licensing and oversight of Child Welfare Agencies.	Economic Services
9	SC Code Title 63 Chapter 13	State	Statute	Sets forth the agency's responsibilities for the regulation and oversight of childcare facilities, group childcare homes, and family childcare homes.	Economic Services
10	SC Code Title 63 Chapter 17	State	Statute	Sets forth responsibilities incumbent upon the agency for the establishment of paternity and child support obligations and the specifies the means by which paternity and support obligations may be judicially and administratively established. Identifies means by which established support obligations may be administratively collected by the agency, to include income withholding in cooperation with the clerks of court. Requires the agency to create and maintain an Employer New Hire Reporting program. Specifies agency duties under the Uniform Interstate Family Support Act.	Child Support Services
11	SC Code Title 23, Chapter 1	State	Statute	Requires all State and Local Law Enforcement Officers to implement the use of body-worn cameras pursuant to guidelines established by the Law Enforcement Training Council.	Agency
12	SC Administrative Code of Regulations Chapter 114, Regulation 114-550	State	Regulation	Sets forth agency responsibility for licensing of foster homes.	Child Welfare Services
13	SC Administrative Code of Regulations Chapter 114, Regulation 114-590	State	Regulation	Sets forth agency responsibility for licensing of Residential Group Care facilities for children.	Child Welfare Services
14	SC Administrative Code of Regulations Chapter 114, Regulation 114-590	State	Regulation	Sets forth agency responsibility for licensing of Child Placing agencies.	Child Welfare Services
15	Title IV-A of the Social Security Act (42 U.S.C. 601 et seq.)	Federal	Statute	Authorizes block grants to states for the funding of Temporary Assistance for Needy Families (TANF), allowing flexibility to states in the usage of federal funding to operate a program designed to (1) provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives; (2) end the dependence of needy parents on government benefits by promoting job preparation, work, and marriage; (3) prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies; and (4) encourage the formation and maintenance of two-parent families. Requires State to contribute funds based on a maintenance-of-effort (MOE) requirement. Authorizes funding for child care through the Child Care and Development Block Grant.	Economic Services

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
16	Title IV-B of the Social Security Act (42 U.S.C. 621 et seq.)	Federal	Statute	Authorizes formula grant funds to states for the provision of child welfare-related services to children and their families, including funding under the Stephanie Tubbs Jones Child Welfare Services program (Subpart 1) and the Promoting Safe and Stable Families Program (Subpart 2). The agency uses the Subpart 1 funds in its efforts to prevent the neglect, abuse, or exploitation of children; support at-risk families through services which allow children, where appropriate, to remain with their families or return to their families in a timely manner; promote the safety, permanency, and well-being of children in foster care and adoptive families; and provide training, professional development, and support to ensure a well-qualified workforce. The agency uses the Subpart 2 funds to support programs and services related to family support and preservation, safe and timely reunification, and adoption support services. Creates the Child Support Enforcement (CSE) program, a federal-state program, designed to help strengthen families by securing financial support for children from their noncustodial parent on a consistent and continuing basis and by helping some families to remain self-sufficient and off public assistance by providing the requisite CSE services. Families receiving TANF benefits, foster care payments under Title IV-E, or Medicaid coverage under Title XIX of the Social Security Act, are automatically referred for CSE services at no charge. Collections on behalf of families receiving TANF benefits are used, in part, to reimburse state and federal governments for TANF payments made to the family. The CSE program provides seven major services on behalf of children: (1) parent location, (2) paternity establishment, (3) establishment of child support orders, (4) review and modification of child support orders, (5) collection of child support payments, (6) distribution of child support payments, and (7) establishment and enforcement of medical support. Amends the Child Abuse Prevention and Treatment Act (CAPTA) which provides for federal funding to the states in support of prevention, assessment, investigation, prosecution, and treatment activities and also provides grants to public agencies for demonstration programs and projects. Also identifies the federal role in supporting research, evaluation, technical assistance, and data collection activities; establishes the federal Office on Child Abuse and Neglect; and sets forth a minimum definition of child abuse and neglect.	Child Welfare Services
17	Title IV-D of the Social Security Act (42 U.S.C. 651 et seq.)	Federal	Statute	Creates the Child Support Enforcement (CSE) program, a federal-state program, designed to help strengthen families by securing financial support for children from their noncustodial parent on a consistent and continuing basis and by helping some families to remain self-sufficient and off public assistance by providing the requisite CSE services. Families receiving TANF benefits, foster care payments under Title IV-E, or Medicaid coverage under Title XIX of the Social Security Act, are automatically referred for CSE services at no charge. Collections on behalf of families receiving TANF benefits are used, in part, to reimburse state and federal governments for TANF payments made to the family. The CSE program provides seven major services on behalf of children: (1) parent location, (2) paternity establishment, (3) establishment of child support orders, (4) review and modification of child support orders, (5) collection of child support payments, (6) distribution of child support payments, and (7) establishment and enforcement of medical support. Amends the Child Abuse Prevention and Treatment Act (CAPTA) which provides for federal funding to the states in support of prevention, assessment, investigation, prosecution, and treatment activities and also provides grants to public agencies for demonstration programs and projects. Also identifies the federal role in supporting research, evaluation, technical assistance, and data collection activities; establishes the federal Office on Child Abuse and Neglect; and sets forth a minimum definition of child abuse and neglect.	Child Support Services
18	Child Abuse Prevention and Treatment Act of 2010 (42 U.S.C. 5101 et seq. and 42 U.S.C. 5116 et seq.)	Federal	Statute	Amends the Child Abuse Prevention and Treatment Act (CAPTA) which provides for federal funding to the states in support of prevention, assessment, investigation, prosecution, and treatment activities and also provides grants to public agencies for demonstration programs and projects. Also identifies the federal role in supporting research, evaluation, technical assistance, and data collection activities; establishes the federal Office on Child Abuse and Neglect; and sets forth a minimum definition of child abuse and neglect.	Child Welfare Services

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Legal Standards Template				Statutory Requirement and/or Authority Granted	Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law		
19	Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.)	Federal	Statute	Creates the Supplemental Nutrition Assistance Program (SNAP), formerly called the Food Stamp Program, which is designed to increase the food purchasing power of low-income households to obtain a nutritionally adequate low-cost diet. Recipients of TANF, Supplemental Security Income (SSI), or state-funded General Assistance programs are categorically eligible for SNAP benefits. The agency administers the SNAP program for South Carolina families by certifying applicant households and issuing Electronic Benefit Transfer (EBT) cards to approved households.	Economic Services
20	Title 45 Code of Federal Regulations, Part 98-99	Federal	Regulation	Sets forth requirements for states' administration of Child Care and Development Fund.	Economic Services
21	Title 45 Code of Federal Regulations, Part 205	Federal	Regulation	Sets forth requirements for states' administration of federally funded public assistance programs.	Economic Services
22	Title 45 Code of Federal Regulations, Part 233	Federal	Regulation	Sets forth provisions regarding coverage and eligibility for participation in federally funded public assistance programs.	Economic Services
23	Title 45 Code of Federal Regulations, Parts 260-285	Federal	Regulation	Sets forth the requirements for states' administration of the TANF program.	Economic Services
24	Title 45 Code of Federal Regulations, Parts 301-308	Federal	Regulation	Sets forth the requirements for states' administration of the Child Support Enforcement program.	Child Support Services
25	Title 45 Code of Federal Regulations, Part 1340	Federal	Regulation	Implements the Child Abuse Prevention and Treatment Act and seeks to assist states in efforts to improve and expand child abuse and neglect prevention and treatment activities by making grants available to states to improve and expand child abuse and neglect prevention and treatment programs.	Child Welfare Services
26	Title 45 Code of Federal Regulations, Part 1355	Federal	Regulation	Sets forth the general requirements for federal financial participation in state programs operated under Titles IV-B and IV-E of the Social Security Act.	Economic Services; Child Welfare Services
27	Title 45 Code of Federal Regulations, Part 1356	Federal	Regulation	Sets forth the requirements for states to be eligible to receive federal financial participation in the costs of foster care maintenance payments and adoption under Title IV-E of the Social Security Act.	Child Welfare Services
28	Title 45 Code of Federal Regulations, Part 1357	Federal	Regulation	Sets forth the requirements for states to submit and have approved a consolidated, five-year Child and Family Services Plan (CFSP) in order to receive funding under title IV-B of the Social Security Act.	Child Welfare Services
29	Title 7 Code of Federal Regulations, Parts 271-280	Federal	Regulation	Sets forth policies and procedures governing state agencies participating in the SNAP program, formerly known as the food stamp program.	Economic Services

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Legal Standards Template			Statutory Requirement and/or Authority Granted		Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law		
30	7.6 JDLH: Transition	State	Proviso	This proviso directs that one person designated by the Director of the Department of Social Services, the Director of the Department of Mental Health, the Director of the Department of Juvenile Justice, the State Superintendent of Education, the Director of the Department of Alcohol and Other Drug Abuse Services, the Chair of the Joint Citizens and Legislative Committee on Children, a Representative appointed by the Speaker of the House, and a Senator appointed by the President Pro Tempore of the Senate to recommend an educational, vocational, and life skills training program at the John de la Howe School for older youth who are at risk and who are aging out of the foster care or the juvenile justice supervisory programs of the Department of Social Services or the Department of Juvenile Justice.	Child Welfare Services
31	11.8 CHE: Need-Based Grants for Foster Youth	State	Proviso	The Department of Social Services, in cooperation with the Commission on Higher Education will track the numbers of recipients of this additional need-based grant to determine its effectiveness in encouraging more foster youth to pursue a secondary education.	Economic Services
32	33.9 DHHS: Medicaid Eligibility Transfer	State	Proviso	Transfers DSS employees engaged full-time in determining the eligibility of applicants for the South Carolina Medicaid Program to DHHS.	Economic Services
33	33.15 DHHS: CHIP Enrollment and Recertification	State	Proviso	Requires DHHS to use DSS SNAP data when enrolling and recertifying eligible children in the Children's Health Insurance Program (CHIP).	Economic Services
34	34.42 DHEC: Obesity	State	Proviso	Directs DSS to work with DHEC to reduce obesity.	Economic Services
35	34.45 DHEC: Abstinence Until Marriage Emerging Programs	State	Proviso	Directs DSS to receive quarterly reports within 15 days of the end of each quarter.	Economic Services
36	38.1 DSS: Fee Retention	State	Proviso	Allows DSS to retain all state funds above \$800,000 collected under the Child Support Enforcement Program from refunds and identified program overpayments.	Child Support Services
37	38.2 DSS: Recovered State Funds	State	Proviso	Directs DSS to withhold a portion of State Funds recovered under Title IV-D Program in order to allow full participation in the federal "set off" program offered by the IRS. This proviso further provides for the use of these funds.	Agency
38	38.3 DSS: Foster Children Burial	State	Proviso	Allows DSS to expend up to \$1,500 for the burial of foster children.	Child Welfare Services
39	38.4 DSS: Battered Spouse Funds	State	Proviso	Appropriations shall be allocated through contractual agreement to providers of battered spouse services and may also be used for public awareness and contracted services for victims of this social problem including the abused and children accompanying the abused.	Adult Advocacy
40	38.5 DSS: Court Examiner Service Exemption	State	Proviso	Exempts DSS employees from serving as court examiners.	Agency
41	38.6 DSS: TANF Advance Funds	State	Proviso	Establishes guidelines for allowing DSS to advance TANF funds.	Economic Services
42	38.7 DSS: Fee Schedule	State	Proviso	Establishes the fee schedule to be used during the fiscal year for Day Care, Central Registry Checks, Other Children's Services, Licensing Residential Group Homes, Licensing Child Care Institutions, and Licensing Child Placing Agencies.	Agency
43	38.8 DSS: Food Stamp Fraud	State	Proviso	Allows DSS to retain the state portion of funds recouped for the collection of recipient claims in TANF and Food Stamp programs.	Economic Services

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Item #	Law Number	Jurisdiction	Type of Law	
44	38.9 DSS: TANF - Immunization Certificates	State	Proviso	Requires TANF applicants and/or recipients to provide proof of age appropriate immunizations for children.
45	38.10 DSS: County Director's Pay	State	Proviso	Provides guidelines for the allocation of pay increases to county director and regional director staff.
46	38.11 DSS: Use of Funds Authorization	State	Proviso	Authorizes the department to receive and expend funds awarded to investigative units of the department as a result of a donation, contribution, prize, grant or court order. Sets guidelines and requires a report to the Senate Finance Committee and House Ways & Means by January 30th.
47	38.12 DSS: Use of Funds Authorization	State	Proviso	When DSS is directed to provide funds to a not-for-profit or 501(c)(3) organization they must use these funds to serve persons who are eligible for one or more DSS program.
48	38.13 DSS: Grant Authority	State	Proviso	Authorizes the department to make grant to community-based not-for-profit for local projects that further the objectives of DSS programs. Sets guidelines for these grants.
49	38.14 DSS: Family Foster Care Payments	State	Proviso	Establishes monthly amounts by age for the basic needs of foster children.
50	38.15 DSS: Penalty Assessment	State	Proviso	Authorizes the department to impose monetary penalties for violations of statutes or regulations other than foster home licensing that DSS regulates. Establishes guidelines and a hearing process for these penalties.
51	38.16 DSS: Child Support Enforcement Automated System Carry Forward	State	Proviso	Authorizes DSS to carry forward unexpended Child Support automated system and related penalties for the same purpose.
52	38.17 DSS: Child Support Enforcement System	State	Proviso	Requires a report detailing the status of the Child Support Enforcement System. This report is due to the General Assembly by August 31st.
53	38.18 DSS: Child Care Voucher	State	Proviso	Requires DSS to use child care vouchers for providers that exceed the state's minimum child care licensing standards.
54	38.19 DSS: Meals in Emergency Operations	State	Proviso	Allows DSS to provide meals to employees not permitted to leave their stations and are required to work during actual emergencies.
55	38.20 DSS: Day Care Facilities Supervision Ratios	State	Proviso	Suspends for one year child care ratios
56	38.21 DSS: Foster Care Goals	State	Proviso	Establishes the maximum number of Title IV-E funded children who will remain in foster care greater than 24 months will not exceed a total of 2,617 during the fiscal year.
57	38.22 DSS: Comprehensive Teen Pregnancy Prevention Funding	State	Proviso	Establishes the comprehensive teen pregnancy prevention program.
58	38.23 DSS: SNAP Coupons	State	Proviso	Establishes a program for SNAP recipients to obtain additional fresh fruits and vegetables.
59	38.24 DSS: Local Child Fatality Review Committees	State	Proviso	Creates and funds Local Child Fatality Review Committees (local committees) pursuant to the authority granted in Sections 43-1-60(3), 43-1-80, and 63-7-910(E) of the 1976 Code to allow for the rapid and expeditious review of reported child fatalities which come within the investigative authority of the department.

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
60	38.25 DSS: Tuition Reimbursement/Student Loan Repayment	State	Proviso	The Department of Social Services is allowed to spend state, federal, and other sources of revenue to provide tuition reimbursement and/or student loan repayment to aid in retaining caseworkers and critical needs department jobs based on objective guidelines established by the State Director of the Department of Social Services.	Agency
61	38.26 DSS: Federally Certified Child Support Enforcement System Project	State	Proviso	In order to expedite the completion and certification of the Automated Child Support Enforcement System required by the Social Security Act (42 U.S.C. Section 654a), the Department of Social Services is authorized to adopt, to the fullest extent possible, the system and operating procedures of the Delaware Transfer System.	Child Support Services
62	61.2 INDEF: State Employee Compensation Prohibited	State	Proviso	Prohibits the compensation of state employees appointed by the court as examiners, guardians ad litem or attorneys.	Agency
63	83.8 DEW: Employment Training Outcomes Data Sharing	State	Proviso	With the Department of Social Services to capture data related to New Hire status and social service data and with the Department of Labor Licensing and Regulation to capture licensing and licensing-related data. This agreement will ensure collaborative sharing of matched data for the purpose of program assessment and effectiveness in compliance with state and federal laws.	Economic Services
64	91.19 LEG: LAC Matching Federal Funds	State	Proviso	Authorizes the LAC to use funds appropriated in this act as state matching funds for federal funds available for audits and reviews.	Agency
65	93.17 DOA: Compensation - Reporting of Supplemental Salaries	State	Proviso	Establishes guidelines and reporting requirements for supplemental salaries. The employing agency must report this information on or before August thirty-first of each year and must include the total amount and source of the salary supplement received by the employee during the preceding fiscal year (July first through June thirtieth). The Human Resources Division of the Budget and Control Board shall formulate policies and procedures to ensure compliance with the reporting provisions of this proviso.	Agency
66	93.18 DOA: Compensation Increase - Appropriated Funds Ratio	State	Proviso	Requires that compensation increases for classified, unclassified, and agency heads be at the same ratio as the employee's base salary.	Agency
67	93.20 DOA: Military Service	State	Proviso	Allows full-time employees who served on active duty as a result of "Operation Enduring Freedom" or "Operation Noble Eagle" may use up to 45 days annual leave and up to 90 days of sick leave as if it were annual leave.	Agency
68	93.23 DOA: Sale of Surplus Real Property	State	Proviso	Directs the distribution of proceeds from the sale of surplus real property.	Agency
69	93.25 DOA: Cyber Security	State	Proviso	All state agencies must adopt and implement cyber security policies, guidelines and standards developed by the Division of State Technology. The Division of State Technology may conduct audits on state agencies except public institutions of higher learning, technical colleges, political subdivisions, and quasi-governmental bodies as necessary to monitor compliance with established cyber security policies, guidelines and standards.	Agency

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Legal Standards Template				Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted
70	102.4 RFAO: SC Health & Human Services Data Warehouse	State	Proviso	Establishes the SC Health & Human Services Data Warehouse and sets reporting requirements.
71	104.1 SFAA: Procurement of Art Objects	State	Proviso	Requires Purchasing Agency head to provide written justification of the need and benefit to the State for objects above \$1,000. Justification must be reviewed and approved prior to acquisition.
72	104.2 SFAA: Vacant Positions	State	Proviso	Authorizes the B&C Board to delete any permanent positions in an agency that remains vacant for more than one year.
73	104.10 DOA: Compensation - Agency Head Salary	State	Proviso	The appointing authority must have the prior favorable recommendation of the Agency Head Salary Commission to set, discuss, offer, or pay a salary for the agency head or technical college president at a rate that exceeds the minimum of the range established by the Agency Head Salary Commission.
74	105.1 SFAA/AUD: Annual Audit of Federal Programs	State	Proviso	Each state agency receiving federal funds subject to the audit requirements of the Single Audit Act Amendments of 1996 and OMB Circular A-133, Audits of States, Local Governments and Nonprofit Organizations shall remit to the State Auditor an amount representing an equitable portion of the expense of contracting with a nationally recognized CPA firm to conduct a portion of the audit of the State's federal financial assistance.
75	117.1 GP: Revenues, Deposits Credited to General Fund	State	Proviso	Directs the remittance of revenues to the General Fund.
76	117.3 GP: Fiscal Year Definitions	State	Proviso	Sets the dates for the Fiscal Year.
77	117.6 GP: Case Service Billing Payments Prior Year	State	Proviso	Authorizes agencies receiving case services to pay with current years funds obligations received after the close of the old fiscal year. This does not apply to billings on hand at the close of the old fiscal year.
78	117.7 GP: Fee Increases	State	Proviso	No state agency may increase existing fees and provides exceptions.
79	117.9 GP: Transfers of Appropriations	State	Proviso	Establishes guidelines for the transfer of appropriations during the fiscal year.
80	117.10 GP: Federal Funds - DHEC, DSS, DHHS - Disallowances	State	Proviso	Allows DSS to cover program operations of prior fiscal years where adjustment of such prior years are necessary under federal regulations or audit exceptions.
81	117.13 GP: Discrimination Policy	State	Proviso	Establishes guidelines for the state discrimination policy and requires agencies to report to State Human Affairs Commission by October 31 of each year.
82	117.14 GP: Personal Service Reconciliation, FTEs	State	Proviso	Provides guidelines for the establishment, management, and reconciliation of FTE's. Allows the B&C Board to delete positions determined to be unfunded.
83	117.15 GP: Allowance for Residences & Compensation Restrictions	State	Proviso	Provides guidelines for the compensation of state employees.
84	117.17 GP: Replacement of Personal Property	State	Proviso	Allows DSS to replace personal property damaged or destroyed by a client while in the custody of the agency. Establishes guidelines.
85	117.18 GP: Business Expense Reimbursement	State	Proviso	Establishes guidelines for the reimbursement of business expenses for agency heads and deputy directors.
86	117.19 GP: Per Diem	State	Proviso	Establishes the per diem rate for boards, commissions, and committees at \$35 per day and forbids per diem for employees of the state.

Agency Name:	Department of Social Services	
Agency Code:	L04	Section: 038

Legal Standards Template				Statutory Requirement and/or Authority Granted	Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law		
87	117.20 GP: Travel - Subsistence Expenses & Mileage	State	Proviso	Establishes the travel subsistence and mileage rates for the fiscal year and provides guidelines.	Agency
88	117.21 GP: Organizations Receiving State Appropriations Report	State	Proviso	Requires organizations receiving contributions to provide the state agency making the contribution an accounting of how the funds will be spent, copy of the current year adopted budget, and a copy of the most recent financial statement.	Agency
89	117.23 GP: Carry Forward	State	Proviso	Authorizes agencies to carry forward up to 10% of unspent general fund appropriations to the current fiscal year. Establishes guidelines.	Agency
90	117.24 GP: TEFRA-Tax Equity and Fiscal Responsibility Act	State	Proviso	Establishes guidelines to amend the State Medicaid Plan to provide benefits for disabled children as allowed by the Tax Equity and Fiscal Responsibility Act.	Agency
91	117.25 GP: Prison Industries	State	Proviso	State agencies must first consider contracting for services or purchasing goods and services through SCDC Prison Industries Program.	Agency
92	117.26 GP: Travel Report	State	Proviso	Establishes guidelines and requires state agencies to report to the Comptroller General travel expenditures for the prior fiscal year.	Agency
93	117.28 GP: State Operated Day Care Facilities Fees	State	Proviso	Requires state agencies operating day care facility to charge at a minimum fees that are comparable to those charged by private day care facilities in the local community.	Agency
94	117.29 GP: Base Budget Analysis	State	Proviso	Requires state agencies to make public their Annual Accountability Report on or before September 15th and sets guidelines for the report.	Agency
95	117.30 GP: Collection on Dishonored Payments	State	Proviso	Allows state agencies to collect a service charge to cover the costs associated with the processing and collection of dishonored or electronic payments where any amount is not paid due to insufficient funds.	Agency
96	117.32 GP: Voluntary Separation Incentive Program	State	Proviso	State agencies may implement voluntary separation incentive programs with the consultation of B&C Board OHR. Establishes guidelines and reporting requirements.	Agency
97	117.34 GP: Debt Collection Reports	State	Proviso	Requires state agencies to report to SFC and W&M by the end of February the amount of outstanding debt and all methods used to collect it.	Agency
98	117.41 GP: South Carolina Recycling Initiative	State	Proviso	Requires state agencies to purchase recycled steel unless the item cannot be acquired competitively at a reasonable price.	Agency
99	117.43 GP: Sole Source Procurements	State	Proviso	Requires the B&C Board to evaluate all sole source and emergency procurements.	Agency
100	117.45 GP: Parking Fees	State	Proviso	Forbids state agencies from imposing additional parking fees or increasing the current fees during the fiscal year. This does not apply to college or universities.	Agency
101	117.47 GP: Insurance Claims	State	Proviso	Requires any insurance reimbursement to an agency may be used to offset expenses related to the claim.	Agency
102	117.48 GP: Organizational Charts	State	Proviso	Requires state agencies to submit to OHR a current organization chart by September 1st.	Agency
103	117.49 GP: Agencies Affected by Restructuring	State	Proviso	Establishes guidelines for agencies affected by restructuring.	Agency
104	117.50 GP: Agency Administrative Support Collaboration	State	Proviso	Encourages agencies to combine administrative support functions with other agencies in order to maximize efficiency and effectiveness.	Agency

Agency Name:	Department of Social Services	
Agency Code:	L04	Section: 038

Legal Standards Template			Statutory Requirement and/or Authority Granted	Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law	
105	117.54 GP: ISCEDC Funding Transfer	State	Proviso	Directs DMH, DDSN, and DJJ to transfer \$1,199,456 to DSS for support of the Interagency System for Caring for Emotionally Disturbed Children. Transfer of funds shall be accomplished by September 30th.
106	117.55 GP: Employee Bonuses	State	Proviso	State agencies may use state, federal, and other funds to provide bonuses not to exceed three thousand dollars. Employees earning \$100,000 or more are not eligible. Establishes guidelines for bonuses.
107	117.56 GP: FEMA Flexibility	State	Proviso	Provides flexibility in providing for the state share for any federally declared disaster funds.
108	117.58 GP: Year-End Financial Statements - Penalties	State	Proviso	Establishes guidelines for the submission of year-end financial statements by state agencies and provides for penalties.
109	117.59 GP: Purchase Card Incentive Rebates	State	Proviso	Allows agencies to retain any purchase card incentive rebate premiums and used to support operations.
110	117.64 GP: Attorney Dues	State	Proviso	Agencies are authorized to pay mandatory dues to SC Bar Assoc. for employed attorneys.
111	117.68 GP: Voluntary Furlough	State	Proviso	Allows agencies under certain circumstances to implement voluntary furlough programs and establishes guidelines.
112	117.70 GP: Reduction in Force Antidiscrimination	State	Proviso	In the event of a reduction in force implemented by a state agency or institution, the state agency or institution must comply with Title VII of the Civil Rights Act of 1964 or any other applicable federal or state antidiscrimination laws.
113	117.71 GP: Reduction in Force/Agency Head Furlough	State	Proviso	In the event a reduction in force is implemented by a state agency or institution, the agency head shall be required to take five days furlough in the current fiscal year.
114	117.73 GP: IMD Operations	State	Proviso	Requires that IMD funds be used for out of home placement providers. Requires an annual report to be submitted.
115	117.74 GP: Fines and Fees Report	State	Proviso	Requires a report of the fines and fees charged and collected in the prior fiscal year by September 1st.
116	117.75 GP: Mandatory Furlough	State	Proviso	Establishes guidelines for a mandatory furlough.
117	117.76 GP: Reduction In Force	State	Proviso	Establishes guidelines for a reduction in force.
118	117.77 GP: Cost Savings When Filling Vacancies Created by Retirement	State	Proviso	Whenever classified FTEs become vacant because of employee retirements, it is the intent of the General Assembly that state agencies should realize personnel costs savings of at least 25% in the aggregate when managing these vacant positions.
119	117.78 GP: Information Technology for Health Care	State	Proviso	HHS shall advance the use of health information technology and health information exchange to improve quality and efficiency of health care and to decrease the costs of health care.
120	117.80 GP: Reduction in Compensation	State	Proviso	No state agency or political subdivision of this state may decrease the compensation of an employee, including dismissal, suspension, or demotion, solely because the employee gave sworn testimony regarding alleged wrongdoing to a standing committee, subcommittee of a standing committee, or study committee of the Senate or the House of Representatives.

**Fiscal Year 2015-16
Accountability Report**

Agency Name:	Department of Social Services	
Agency Code:	104	Section: 038

Legal Standards Template			Statutory Requirement and/or Authority Granted	Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law	
121	117.81 GP: Deficit Monitoring	State	Proviso	Agency
122	117.82 GP: Commuting Costs	State	Proviso	Agency
123	117.83 GP: Bank Account Transparency and Accountability	State	Proviso	Agency
124	117.84 GP: Websites	State	Proviso	Agency
125	117.87 GP Civil Conspiracy Defense Costs	State	Proviso	Agency
126	117.88 GP: Recovery Audits	State	Proviso	Agency
127	117.92 GP: Agency Reduction Management	State	Proviso	Agency

If an agency determines the likelihood of a deficit for the current fiscal year exists, the agency shall submit to the Office of State Budget within fourteen days, a plan to minimize or eliminate the projected deficit.

State government employees who use a permanently assigned agency or state owned vehicle to commute from their permanently assigned work location to and from the employee's home must either reimburse the agency in which they are employed for the cost of fuel or the personal use of the vehicle must be considered income and as such reported by the Comptroller General in accordance with IRS regulations.

Each state agency, except state institutions of higher learning, which has composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller General's Statewide Accounting and Reporting System or the South Carolina Enterprise Information System shall prepare a report for each account disclosing every transaction of the account in the prior fiscal year.

Agencies shall be responsible for providing on its Internet website a link to the Internet website of any agency, other than the individual agency, department, or institution, that posts on its Internet website that agency, department, or institution's monthly state procurement card statements or monthly reports containing all or substantially all the same information contained in the monthly state procurement card statements.

For any claim that has not reached a judgment, if a state or local government employee or former state or local government employee ("government employee") is personally sued for civil conspiracy based in part upon a personnel or employment action or decision regarding an employee, the court must, prior to trial, make a final determination whether the action or decision giving rise to the suit was made by the government employee within the scope of their official duty.

The Budget and Control Board shall contract with one or more consultants to conduct recovery audits of payments made by state agencies included in this act to vendors. The audits must be designed to detect and recover overpayments and erroneous payments to the vendors and to recommend improved state agency accounting operations.

Encourages state agencies, if they are assessed a base reduction, to try to realize savings through: 1) payroll management, including, but not limited to, furloughs, reductions in employee compensation, and hiring freezes; 2) eliminate administrative overhead that doesn't directly impact the agency's mission; and as a final option 3) reduce program funding.

Fiscal Year 2015-16
Accountability Report

Agency Name:	Department of Social Services	
Agency Code:	L04	Section: 038

Legal Standards Template			Statutory Requirement and/or Authority Granted		Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law		
128	117.98 GP: First Steps - BabyNet	State	Proviso	First Steps to School Readiness, the School for the Deaf and Blind, the Department of Disabilities and Special Needs, the Department of Health and Human Services, the Department of Mental Health and the Department of Social Services shall each provide on a common template developed by the agencies, a quarterly report to the Chairman of the House Ways and Means Committee and the Chairman of Senate Finance outlining all programs provided by them for BabyNet: all federal funds received and expended on BabyNet and all state funds expended on BabyNet. Each entity and agency shall report on its share of the state's ongoing maintenance of effort as defined by the US Department of Education under IDEA Part C.	Economic Services
129	117.99 GP: Single Audit Schedule of Federal Expenditures	State	Proviso	To ensure timely completion of the of the Statewide Single Audit, state agencies which do not receive a separate audit of federal expenditures, must submit to the Office of the State Auditor a schedule of federal program expenditures in a format prescribed by the Office of the State Auditor, no later than August fifteenth of each year.	Agency
130	117.105 GP: Technology and Remediation	State	Proviso	The funds appropriated to the Budget and Control Board for the Division of Information Security shall be used to develop and implement a statewide information security program. A portion of the non-recurring funds may be used for enterprise technology and remediation, and distributed to state agencies to address the State's most serious information security vulnerabilities as determined by the Division of Information Security and the Division of State Information Technology.	Agency
131	117.107 GP: Data Breach Notification	State	Proviso	An agency of this State owning or licensing computerized data or other data that includes personal identifying information shall disclose any breach of the security of the system following discovery or notification of the breach in the security of the data to any resident of this State whose personal identifying information was, or is reasonably believed to have been, acquired by an unauthorized person.	Agency
132	117.112 GP: Continuation of Teen Pregnancy Prevention Project Accountability	State	Proviso	Qualifying organizations applying for General Funds provided as a special item in this act and titled Continuation of Teen Pregnancy Prevention must include in its application a proposed annual budget and agreement to provide quarterly reports to the grantor state agency detailing the expenditure of funds and the project's accomplishments.	Economic Services
133	117.114 GP: Information Technology and Information Security Plans	State	Proviso	By October 1, 2014, all state agencies must submit an information technology plan and an information security plan for Fiscal Year 2014-15 to the Budget and Control Board's Division of Technology.	Agency
134	117.118 GP: Employee Compensation	State	Proviso	Establishes the cost of living increase for the current fiscal year and directs its distribution.	Agency
135	117.121 GP: Child Fatality Review	State	Proviso	Requires agencies specified to implement recommendations contained in the Legislative Audit Council's October 2014 report "A Review of Child Welfare Services at the Department of Social Services".	Child Welfare Services
136	117.137 GP: State Employee Leave Donation	State	Proviso	Establishes the State Employee Leave Donation program.	Agency

Fiscal Year 2015-16
Accountability Report

Agency Name:	Department of Social Services	
Agency Code:	L04	Section: 038

Legal Standards Template			Statutory Requirement and/or Authority Granted	Associated Program(s)
Item #	Law Number	Jurisdiction	Type of Law	
137	118.1 SR: Year End Expenditures	State	Proviso	Establishes guidelines for year end expenditures and sets the date for the end of FY16.
138	118.3 SR: Contingency Reserve Fund	State	Proviso	Creates a contingency Reserve Fund and establishes guidelines.
139	118.6 SR: Prohibits Public Funded Lobbyists	State	Proviso	Prohibits state agencies and institutions from using General Fund Appropriations to hire private or contract lobbyists.
140	118.8 SR: Agency Deficit Notice	State	Proviso	Directs the Comptroller General or the Office of State Budget provide each member of the General Assembly with written notification when it reports to the B&C Board on any agency, department, or institution that is spending authorized appropriations at a rate that predicts or projects a general fund deficit and to make monthly progress reports on the entity's plan to reduce or eliminate the deficit.
141	118.16 SR: Nonrecurring Revenue	State	Proviso	L040 - Department of Social Services (a) Child Support System Development \$ 1,000,000 (b) Antioch Senior Center \$ 100,000 (c) After School and Summer Reading Programs \$ 500,000 (d) CR Neal Dream Center \$ 100,000 (e) Criminal Domestic Violence - SCCADVASA \$ 800,000 (27.1) The funds appropriated above for After School and Summer Reading Programs must be used by the Department of Social Services to leverage any available matching funds for after school and summer childcare programs for Low-Income children.

Agency Name:	Department of Social Services
Agency Code:	L04
Section:	38

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Customer Template
Adult Advocacy	Adult victims of abuse/neglect	Ensuring placement in a safe and healthy living situation.	General Public	Specify only for the following segments: (1) Industry Name; (2)
Agency	Catawba Indian Nation	Ongoing, regular collaborative meetings with the SC DSS and other interested parties, to engage in resolving the Indian Child Welfare Act (ICWA) compliance challenges and challenges in general in the provision of child welfare services for children and families of the Catawba Indian Nation, and for other Native Americans of other tribes in the areas of Mandated and non-mandated reporting of abuse and neglect, Child Protective Services, treatment, foster care, and adoption. The tribe expects and requires the SC DSS to take the lead in diligently implementing the ICWA-related strategies of the 2015-2019 CFSP, Strategic Action Plan.	Local Govts.	
Economic Services	Child care providers, after school programs, and Pre-K programs.	Child care vouchers, opportunities and support to enhance knowledge and skills to properly care for young children.	Industry	
Child Welfare Services	Children at risk for abuse/neglect and their families.	Investigate and identify child maltreatment. Accurate intake assessment of reported abuse and neglect. Timely initiation of CPS investigation and accurately complete assessment.	General Public	
Economic Services	Children in child care facilities, emergency shelters, and their parents.	Child care vouchers, knowledgeable and well-trained child care workforce.	General Public	
Child Welfare Services	Children in Foster Care and birth families	Visit the child in care monthly in the placement, and intermittently in the school setting. Assess for risk and safety in the placement and other settings. Provide a safe and nurturing Resource Home (Foster Care Home). Case planning with the child when age-appropriate. Services to promote and support reunification when possible, and other permanency placement when necessary.	General Public	
Child Welfare Services	Children/youth and their adoptive families	Financial adoption subsidy support. Aftercare support services when necessary.	General Public	
Child Support Services	Clerks of Court	Court filings, information, etc.	Judicial Branch	
Child Support Services	Custodial Parents	To establish paternity and child support orders and to collect child support payments	General Public	
Agency	Department of Alcohol and Other Drug Abuse Services (DAODAS)	Referrals for services for alcohol and other drugs for testing, assessment and treatment of persons and families connected to the SC DSS.	Executive Branch/State Agencies	
Adult Advocacy	Domestic Violence Emergency Shelters	Referrals of women and children in at-risk of or in existing situations of domestic violence or sexual abuse.	Professional Organization	
Economic Services	Early childhood educators, child care technical assistance providers and trainers.	Increase and improve the availability of knowledgeable leadership among the child care workforce and those providing guidance to improve the quality of care being offered.	Industry	
Economic Services	Families receiving foster care services, including out-of-state foster care, and special needs foster care.	Child care vouchers to support parents/caregivers ability to remain employed.	General Public	
Child Welfare Services	Foster Parents	Regular communication with Resource Families. Timely communication, support, and services from DSS County Offices when challenges with children arise, training activities readily accessible throughout the year for ongoing education and licensing requirements, and linkages to other support services.	General Public	
Agency	Judges	Comprehensive sharing case information and planning. Partnership on the SC Bench-Bar Committee. Training of Family Court Judges on updates on the Child Welfare System.	Judicial Branch	
Agency	Legislators and policy makers.	Assure compliance with state/federal regulations and improving the safety and well-being of children. Timely reporting of requested information from all areas of the SC DSS Child Welfare Services.	Legislative Branch	
Child Welfare Services	Minor victims of human trafficking	Assess for treatment services. Coordination of reunification with family if possible, or coordination of other safe placement and services for minor victims of human trafficking.	General Public	
Child Support Services	Non-Custodial Parents	To establish paternity and to modify child support orders as circumstances change	General Public	
Child Welfare Services	Office of the Governor, Foster Care Review Board/Heart Gallery	Timely completion and submission to the Foster Care Review Board of permanency plan information for children in care.	Executive Branch/State Agencies	
Child Welfare Services	Palmetto Association For Children and Families: this includes Psychiatric Residential Treatment Facilities, Therapeutic Foster Care Providers, and Group Care Providers.	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted logistical support for collaborative meetings and training activities. Communication of planned Goals, Objectives/Outcomes, and Strategies of the 2015-2019 Child and Family Services Plan (CFSP). Plan for Improvement (Strategic Action Plan), and regular communication of updates on the status of the progress of those items.	Professional Organization	

Department of Social Services

Agency Name:		LO4		Section:		38		Customer Template	
Agency Code:		LO4		Section:		38		Customer Template	
Divisions or Major Programs		Description		Service/Product Provided to Customers		Customer Segments		Specify only for the following segments: (1) Industry Name; (2)	
Child Welfare Services	Project Best			Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. The SC DSS promotion of and staff participation in Trauma-Informed Care training activities. The SC DSS to revise policies and procedures in the SC DSS Human Services Manual, and to facilitate implementation of Trauma-Informed Care statewide as indicated in the SC 2015-2019 Child and Family Services Plan. Strategic Action Plan					
Agency	SC Sheriffs			Collaboration particularly in the Child Welfare Services and Child Support Services divisions			Executive Branch/State Agencies		
Economic Services	SNAP Applicants/Recipients			Eligible SNAP households will receive monthly benefits determined in an accurate and timely manner according to federal regulations and state law based on correct information provided by the household. Households will comply with all program rules and will participate in work program requirements designed to facilitate the households' movement toward self-sufficiency.			General Public		
Child Support Services	South Carolina Center for Fathers and Families			Closer collaboration with DSS County Offices. Referrals from DSS County Offices for services that the SC Center for Fathers and Families provides. Referrals from County Offices of fathers for services.			Professional Organization		
Child Welfare Services	South Carolina Citizen Review Panel			Intentional collaboration of the DSS leadership with the Citizen Review Panel staff and volunteers, sharing data on abuse and neglect and deaths of children, and updates on the status of the Abuse and Neglect Reporting/Intake System and the Child Protective Services System at DSS. DSS to receive and review recommendations from the Citizen Review Panel and report Agency responses in a timely way.			Executive Branch/State Agencies		
Child Welfare Services	South Carolina Crime Victims' Council			Collaboration with the SC DSS leadership and the sharing of data on victims of human trafficking.			Professional Organization		
Child Welfare Services	South Carolina Department of Disabilities (DDSN)			Inter-agency collaboration for case planning and referrals, and cost sharing for clients served by both DDSN and DSS and the age-out population of youth in care.			Executive Branch/State Agencies		
Child Welfare Services	South Carolina Department of Education (DOE)			Intentional collaboration of the DOE leadership with the DSS leadership regarding systemic changes that are needed; intentional collaboration of DSS County and Regional Offices with local schools regarding the educational needs of students, safety and risk management, case planning and management for the students. Of special importance is the sharing with the school's administration the information related to placement changes in care and of the student's physical and behavioral health.			Executive Branch/State Agencies		
Agency	South Carolina Department of Health and Human Services (DHHS)			Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for Medicaid services of physical and behavioral treatment services.			Executive Branch/State Agencies		
Child Welfare Services	South Carolina Department of Juvenile Justice (DJJ)			Collaborative meetings with County Offices' leadership and State Office's leadership to plan for improvement in collaboration for children in the custody of the SC DSS and also involved with the SC DJJ. Collaborative meetings for care management for children in the custody of the SC DSS and also involved with the SC DJJ.			Executive Branch/State Agencies		
Child Welfare Services	South Carolina Department of Mental Health (DMH)			Referrals for the initial mental health assessment and trauma screening for a large proportion of children in care, out-of-home protocol, comprehensive case information and consent to provide behavioral health services and psychotropic medication management.			Executive Branch/State Agencies		
Child Welfare Services	South Carolina Family Corps (Parents Anonymous)			Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Referrals of parents of at-risk families and youth for services.			Professional Organization		
Child Welfare Services	South Carolina Foster Care Advisory Committee			The SC DSS leadership participate in planning use of Medicaid funds for the physical and behavioral health care needs of children in care. Supply physical and behavioral health care data about children in care. Sharing information about the State Health Care Oversight and Coordination Plan and updates on the status of the implementation of the Plan. The SC DSS to follow through on implementation of recommendations that are committees' recommendations.			Executive Branch/State Agencies		
Child Welfare Services	South Carolina Foster Parent Association			Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities for Resource Family (Foster Parents). Referrals for the recruitment of Resource Families for Foster Care.			Professional Organization		

Department of Social Services			
Agency Name:		Section:	
Agency Code:		38	
Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments
Child Welfare Services	South Carolina Labor Licensing and Regulations (LLR)	Timely referrals of potential and existing Foster Family homes that need fire inspections and safety inspections for licensing. Collaboration with the SC DSS leadership.	Executive Branch/State Agencies
Child Welfare Services	South Carolina Law Enforcement Division (SLED), Fusion Center	Sharing critical need-to-know information by DSS County Offices and the DSS State Office of Investigations. Consent and requests to perform searches and enhanced criminal background checks.	Executive Branch/State Agencies
Agency	South Carolina South Carolina Coalition Against Domestic Violence and Sexual Assault (SCCADVASA)	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Referrals of women and children in or at-risk of being in situations of domestic violence and sexual assault.	Professional Organization
Economic Services	TANF Applicants/Recipients	Eligible TANF benefit groups will receive a monthly stipend determined in an accurate and timely manner according to federal regulations and state law based on correct information provided by the household. Benefit Group members mandatory to comply with work program rules will participate in work program requirements designed to facilitate the households movement toward self-sufficiency.	General Public
Child Welfare Services	The Cass Elias McCarter Guardian ad Litem (GAL), Office of the Governor	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Timely sharing of case file information especially physical and behavioral health information, permanency, placement movements in care. Timely support and communication from County Offices.	Executive Branch/State Agencies

*This is a partial list of some of the agency's customers.

Customer Template
Specify only for the following
Segments: (1) Industry Name; (2)

Department of Social Services			
Agency Name:	L04	Section:	038
Agency Code:			
Name of Partner Entity	Type of Partner Entity	Description of Partnership	
Budget and Control Board	State Government	Provides printing and mailing of SNAP and TANF eligibility computer system correspondence to applications and participants.	
Children's Trust of South Carolina	Non-Governmental Organization	Grant Agreement to increase public awareness related to indicators of high quality child care.	
Department of Alcohol and Other Drug Abuse Services (DAODAS)	State Government	DSS contracts with DAODAS to co-locate (33) AOD treatment staff to provide alcohol and other drug abuse treatment/testing/screening/ assessment services for those persons and families involved with DSS.	
Department of Corrections	State Government	Provides bulk printing services for SNAP and TANF forms, brochures posters and flyers used in local offices and provided to applicants and recipients.	
Department of Disabilities (DDSN)	State Government	Serves as financial partner with Interagency System of Care for Emotionally Disturbed Children (ISCEDC) , assumes lead agency role for Intellectual Disabilities age-out population in care from DSS.	
Department of Disabilities (DDSN)	State Government	Identifies facilities qualifying as group living arrangements for SNAP. May also serve as authorized representatives for residents of these facilities.	
Department of Education (DOE)	State Government	Through the SC Education Bill of Rights (Section 59-38-10) there is a purposeful partnership to ensure access to appropriate education opportunities; smooth transition to school and between school districts; access to records; independent educational to allow provision of needed technology and educational opportunities to ensure youth in care have the same advantage in education as other youth have that are not in care of DSS.	
Department of Employment and Workforce (DEW)	State Government	MOU (effective 2/12/15)	
Department of Employment and Workforce (DEW)	State Government	Data Sharing - Wages and Unemployment	
Department of Health and Human Services (DHHS)	State Government	Data sharing agreement to provide SNAP eligible children to express lane eligibility for Medicaid.	
Department of Health and Human Services (DHHS)	State Government	Direct Contractor for DSS' selected MCO, federal funder of critical medical and behavioral health and case services. Medicaid Administrative Activities (MAA) contract, Transportation contract, State Matching Funds for Mental Health Services for Children Under 21 in the Interagency System of Care for Emotionally Disturbed Children. Manages prior authorization process for access to Psychiatric Residential Treatment Facilities (PRTFs). Manages Medicaid eligibility determinations.	
Department of Juvenile Justice (DJJ)	State Government	Serves as financial partner with Interagency System of Care for Emotionally Disturbed Children (ISCEDC). DJJ partners with DSS regarding children in care that are at-risk and have involvement with the court and either live in the community or in a DJJ facility	
Department of Mental Health (DMH)	State Government	DMH provides the initial mental health assessment and trauma screenings through the Out of Home Protocol agreement for a large portion of children coming into care. Provide clinical and psychiatric services for child welfare population. Serves as financial partner with Interagency System of Care for Emotionally Disturbed Children (ISCEDC) .	
Department of Vocational Rehabilitation	State Government	Provides vocational rehabilitation services for SNAP and TANF participants	
Foster Care Review Board (FCRB)	State Government	DSS currently contracts with the South Carolina Children's Foster Care Review Board that was created in 1974 by the General Assembly to monitor the progress in achieving permanent placements for children in foster care.	
	State Government	Citizens from each community become involved in the child welfare system by participating in case reviews of all children who spend longer than four consecutive months in foster care. The objectives of these reviews are to ensure that permanent plans are being made for children and families; and, to promote community awareness about these issues. There are currently 42 Local Review Boards across the state that conduct semi-annual case reviews. There is at least one Local Review Board in each of the sixteen judicial circuits.	

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Name of Partner Entity	Type of Partner Entity	Description of Partnership
Greenville Technical College	Higher Education Institute	State Agency Contract to provide ongoing coursework for early care and education workforce (AA degree programs).
Judicial Department	State Government	Clerk's Unit Cost and Incentives Contracts Comprehensive services are provided by a multi-disciplinary care team (pediatricians, Nurse Practitioner, PT/OT/Speech Therapist, social worker) for bio-families, foster families and adoptive families in the low country region of the state. Services also encompass medical care coordination to support children and their families in scheduling for primary care appointments, sub specialist appointments, therapies, counseling and other training. Social work and counseling services are also provided directly to the child and family. Other services include one on one education and training with the child, training with the parent and child, classes for parents and child's school, etc.
Medical University of South Carolina-MUSC / Medical University Hospital Authority-MUHA	Higher Education Institute	
MUSC-Division of Pediatrics	Higher Education Institute	State Agency Contract to provide training for child care providers on caring for infants and toddlers.
Revenue and Fiscal Affairs Office	State Government	State Agency Contract to improve efficiency in electronic data collection and reporting to assess impact of quality initiatives and link with other agencies.
S. C. Labor Licensing and Regulations (LLR)	State Government	DSS contracts LLR to conduct initial and annual fire and life safety inspections for foster homes and group care facilities licensed by DSS.
S.C. Dept. of Health and Environmental Control (DHEC)	State Government	DSS contracts DHEC to provide lead and risk assessments for potential foster care and adoptive homes The State Child Fatality Advisory Committee (SCFAC) was enacted in 1993. The SCFAC is mandated by S.C. Code 63-11-1950 to identify patterns in child fatalities that will guide efforts by agencies, communities and individuals to decrease the number of preventable child deaths. DSS contracts with SC Department of Health and Environmental Control (DHEC) for a child fatality and injury prevention program specialist to coordinate and facilitate child fatality review processes at the state and local levels through an established State Child Fatality Advisory Committee (SCFAC). The SCFAC is assembled through a collaboration with the State Law Enforcement Division (SLED), SCDSS, and the Department of Health and Environmental Control (DHEC). The purpose of the SCFAC is to decrease child deaths in South Carolina. A multidisciplinary approach is used to investigate the causes of deaths of children from birth to 18 years old to gain a better understanding of the circumstances surrounding each death. Recognizing risk factors for child death will enable the better use of existing resources and the creation of new practices to protect our children in South Carolina.
S.C. Dept. of Health and Environmental Control (DHEC)	State Government	Data Sharing - Birth and Paternity Statistics
SC Department of Motor Vehicles	State Government	Data Sharing - Driver's License
SC Department of Revenue	State Government	Data Sharing - Tax offset for child support
SC Technical College System	Higher Education Institute	Contracts for services with individual colleges
South Carolina Courts System	State Government	Collaboration with DSS on children in care regarding court process issues (i.e. Probable Cause Hearings, Merits Hearing, Permanency, etc.) and reducing barriers in the court related to laws pertaining to children in care , training and awareness for judges, etc.

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Name of Partner Entity	Type of Partner Entity	Description of Partnership
State Law Enforcement Division (SLED)	State Government	The SCDSS has recognized the important role law enforcement can play in supporting the safety and well-being of a child involved with the Department. The SCDSS seeks to enhance its communication and partnership partner with Law Enforcement. In May 2014, the SCDSS updated its policy to include contact with Law Enforcement when the child and family cannot be located within 72 hours or sooner if safety of the child is of concern. Through a statute change, the SCDSS seeks to enhance screenings to include collaboration with the SLED on use of the National Crime Information Center (NCIC) FBI checks of adults involved with child welfare investigations. DSS has dedicated staff from the SCDSS Division of Investigations to the SLED Fusion Center to improve access to information as appropriate through an MOU.
The Cass Elias McCarter Guardian ad Litem (GAL)	State Government	DSS contracts with the Cass Elias McCarter Guardian ad Litem program to recruit, train and supervise volunteers who advocate for abused/neglected children in South Carolina. GAL volunteers get to know the child and everyone involved in the child's life, including family, teachers, doctors, social workers and others. They gather information about the child and what the child needs. Their recommendations to the court help the judge make an informed decision about a child's future. GAL volunteers provide a stable presence in a child's life, remaining on each case until the child finds a safe, permanent home.
Richland County CASA	Local Government	Regular collaboration and planning with the SC DSS leadership and other staff regarding planning for contracted training activities. Timely sharing of case file information especially physical and behavioral health information, permanency, placement movements in care. Timely support and communication from County Offices.
USC-College of Education	Higher Education Institute	State Agency Contract to a) manage SC Child Care Resource and Referral Network; b) collect and analyze child care data to inform program and policy decisions; c) coursework training, and technical assistance for child care providers; d) infant toddlers outreach services; e) training for DSS child care staff; and f) support to caregivers serving special needs children.
USC-Institute for Public Service and Policy Research	Higher Education Institute	State Agency Contract to conduct biannual statewide market rate survey of child care providers.

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	2015-2019 Child and Family Services Plan, 2017 Annual Progress and Services Report (APSR)	Administration for Children and Families, Children's Bureau	Federal	Annual	June 30th	Assessment of performance of the SC Child Welfare System and the plan for improvement of child and family outcomes. Includes collaboration with stakeholders in the Child Welfare System including between the state and Federally-recognized tribes.	DSS website
2	ACF 404 Report	ACF, Office of Child Care	Federal	Every 3 years	June 30th	Data regarding improper payments, cases with missing or insufficient information, and program performance for the reporting year.	The actual report cannot be accessed by the public but demographic data from the report is available on the ACF website.
3	Annual Head Start Collaboration Report	ACF, Office of Head Start	Federal	Annual	March	Reflects work done as it relates to the Head Start Act and Collaboration priorities.	Early Childhood Learning Knowledge Center website
4	Annual Outcome Goal Plan	ACF, Office of Refugee Resettlement	Federal	Annual	November 15th	Review of previous year's approved annual outcome goal plan. Compare these with actual results and propose goals for the next year.	Only accessible through state approval
5	Annual State Report on Verification of SNAP Participation	USDA-FNS	Federal	Annual	March 31st	The report must include sufficient information to show that the state had appropriate systems in place to ensure that the state did not issue benefits to anyone who was deceased or permanently disqualified from receiving benefits during the reporting year.	We are unaware of any public access to this report
6	CACFP State Plan	USDA-FNS	Federal	When changes occur	August 15th or when changes occur	SCDSS plan for the administration of the Child and Adult Care Food Program.	By Request
7	CCDF Plan	ACF, Office of Child Care	Federal	Triennial	June	Describes the CCDF program to be administered for the 3-year plan period. Serves as the application for CCDF funds by providing a description of, and assurance about, the grantee's child care program and all services available to eligible families. Current and planned efforts, initiatives and implementation plans for the state through the plan period. SNAP-Ed participants and contacts; demographics; delivery sites; programming; budget information.	DSS Child Care Services website
8	Education and Administrative Reporting System	USDA-FNS	Federal	Annual	December 31st		By Request
9	ESAP Annual Report	USDA-FNS	Federal	Annual	May 16th	Number of certifications, recertifications and interviews.	Through FNS
10	FNS 101	USDA-FNS	Federal	Annual	October 19th	EBT Participation in Food Programs By Race	By Request
11	FNS 153 - Commodity Supplemental Food Program, Administrative Financial Status	USDA-FNS	Federal	Monthly	30th	Account of all participants served per month.	By Request
12	FNS 191 - Racial/Ethnic Group Participation (CSFP)	USDA-FNS	Federal	Annual	July	Account of all participants served in April using data recorded from their application.	By Request
13	FNS 292B	USDA-FNS	Federal	As Needed	As Needed	Disaster SNAP Participation Report	By Request
14	FNS 388	USDA-FNS	Federal	Monthly	19th	EBT Issuance and Participation Estimates	By Request
15	FNS 388A	USDA-FNS	Federal	Semi-Annual	March/September	EBT Participation by Persons and Household	By Request
16	FNS 44	USDA-FNS	Federal	Monthly	30 days after the end of the reporting month	Participation information for CACFP institutions.	USDA summarizes the data for all states on the USDA website.
17	FNS 46	USDA-FNS	Federal	Monthly	5th	Monthly EBT Issuance	FNS Website: DSS Website
18	FNS 583	USDA-FNS	Federal	Quarterly	Feb. May, Aug, Nov	# of Work Registrants, SNAP Employment & Training participation.	By Request
19	FNS 667 - Emergency Food Assistance Program (TEFAP) Administrative Costs, FNS 683 - WIC Farmers' Market Nutrition Financial and Program Report	USDA-FNS	Federal	Annual	September 30th	Account of all TEFAP funding spent.	By Request
20		USDA-FNS	Federal	Annual	November 15th	SFMNP Financial & Program Activity for the season.	By Request

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
21	FNS-366B	USDA-FNS	Federal	Annually, but will be changing to quarterly next FY	August 15th	Program Activity Statement: number of initial application and recertifications approved and denied; SNAP applications and dispositions; Fair Hearing Information; eligibility fraud and trafficking investigations completed; Administrative Disqualification Hearings; prosecutions completed; and program dollars to be recovered during reporting period.	By Request
22	Healthy Bucks Updates	USDA-FNS	Federal	Quarterly	Upon Request	Program description; county progress; SNAP and Healthy Bucks redemptions to-date; SNAP redemptions for the growing season for direct marketing farmers and farmers markets; vendor recruitment and client education/outreach statistics	By Request
23	ME State Plan	USDA-FNS	Federal	Annual	September 1st	Each year, FNS targets specific program areas which are required to be monitored in each State Agency's ME plan that are essential for monitoring the successful operation of the SNAP nationwide. The objective is to successfully complete federally mandated ME reviews to monitor program compliance and improve program operations. The information gathered will provide a basis for assessing the administration of the SNAP and planning future management activities	By Request
24	ME Trend Analysis Report	USDA-FNS	Federal	Annual	October 23rd	An annual trend analysis report showing the results and trends from the County Benefit Integrity ME reviews conducted during the fiscal year.	By Request
25	Monthly Caseworker Visit Formula Grant Report	Administration for Children and Families, Children's Bureau	Federal	Annual	December 15, 2016	Report summarizes the total number of visits made by caseworkers on a monthly basis to children in foster care, and the percentage of the visits made in the child's residence.	By Request
26	Multiple Card Trafficking/Fraud	USDA-FNS	Federal	Quarterly	March, June, September, December	Number of requests made by client's who have ordered 4 or more EBT cards in the last 12 months and number which resulted in an investigation.	By Request
27	ORR-1 CMA Budget Estimate	ACF, Office of Refugee Resettlement	Federal	Annual	August 15th	Justification statement and yearly estimates to receive reimbursement of administrative, cash and medical costs in operating the Refugee Resettlement Program.	Only accessible through state approval
28	ORR-6 Annual Service Plan	ACF, Office of Refugee Resettlement	Federal	Annual	October 30th	Report of current services to refugees and the dollar amount used to provide services form ORR funding.	Only accessible through state approval
29	ORR-5 Performance Report	ACF, Office of Refugee Resettlement	Federal	Every Trimester	March, June, October	Statistical data and program services provided to refugees during a 4-month reporting period.	Only accessible through state approval
30	OSHSA 300 Report	US Department of Labor	Federal	Annual	January	Report of Injuries for the year.	N/A
31	Performance Progress Report	DHHS/ACF	Federal	Semi-Annual	April, October	TANF participant academic data, employment data, supportive services	By Request
32	Quality Performance Report (QPRI)	ACF, Office of Child Care	Federal	Annual	December 31st	Captures the state's progress in improving the quality of child care. The QPRI reports on the progress in meeting goals, high quality indicators and bench marks as reported in the CCDF Plan and provides data on the results of quality initiatives.	By Request
33	Safeguard Review Corrective Action Plan (CAP) for SC674-CS (Child Support)	Internal Revenue Services	Federal	Annually	March 31st	Agency response to reported findings to correct finding. Must be updated until actions are approved by the IRS.	No public access. These reports are the property of the IRS.
34	Safeguard Review Corrective Action Plan (CAP) for SC674-HS (Human Services or DSS Economic Services)	Internal Revenue Services	Federal	Annually	March 31st	Agency response to reported findings to correct finding. Must be updated until actions are approved by the IRS.	No public access. These reports are the property of the IRS.

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
35	Safeguard Security Report (SSR) for SC57X-CS (Child Support)	Internal Revenue Services	Federal	Annually	September	Report of agency security posture to support IRS Safeguard programs for systems utilizing Federal Tax Information (FTI).	No public access. These reports are the property of the IRS.
36	Safeguard Security Report (SSR) for SC609-HS (Human Services or DSS Economic Services)	Internal Revenue Services	Federal	Annually	September	Report of agency security posture to support IRS Safeguard programs for systems utilizing Federal Tax Information (FTI).	No public access. These reports are the property of the IRS.
37	SC Head Start Annual Assessment	ACF, Office of Head Start	Federal	Annual	Varies	The progress towards Head Start Collaboration Grant goals and activities.	ECLK and Headstart Enterprise System (HSES)
38	SC Head Start Collaboration Committee	ACF, Office of Head Start	Federal	Bi-Annual; monthly updates	November, April		Region IV Office of Head Start
39	SCCAP Renewal	USDA-FNS	Federal	Every 5 years	August	Cost Neutrality Report, and changes made to the program.	Through FNS
40	SNAP APT CAP	USDA-FNS	Federal	Semi-Annual	May 1 and Nov 1	SNAP Application Processing Timeliness (APT) Corrective Action Plan (CAP) includes the state's Quality Control (QC) timeliness information for the past six months and the identified root causes; corrective action strategies; and evaluation measures for corrective action activities developed by the state to improve SNAP APT.	By Request
41	SNAP CAPER CAP	USDA-FNS	Federal	Semi-Annual	May 1 and Nov 1	SNAP Case and Procedural Error Rate (CAPEN) Corrective Action Plan (CAP) includes the state's Quality Control (QC) negative error rate for the past six months and identified root causes; corrective action strategies; and evaluation measures for the corrective action activities developed by the state to improve SNAP CAPER.	By Request
42	SNAP E&T State Plan	USDA-FNS	Federal	Annual	August	Implementation plan for the SNAP Employment & Training program.	By Request
43	SNAP Education Annual Report	USDA-FNS	Federal	Annual	January 31st	Program overview; administrative expenditures; impact evaluation; planned improvements.	By Request
44	SNAP Education State Plan	USDA-FNS	Federal	Annual	August 15th	Needs assessment methodology and findings; state goals, objectives, projects, campaigns, evaluation and collaboration; staffing, budget information.	By Request
45	SNAP Outreach Final Report	USDA-FNS	Federal	Annual	December 31st	Major accomplishments; major challenges and solutions developed; evaluation methodology and findings.	By Request
46	SNAP Outreach State Plan	USDA-FNS	Federal	Annual	August 15th	Statement of need; outreach plan summaries; project and staffing details; budget information.	By Request
47	Social Media Trafficking/Fraud	USDA-FNS	Federal	Quarterly	March, June, September, December	Number of social media sites through RSS feeds which indicate SNAP fraud and/or trafficking.	By Request
48	SSBG Plan	ACF, Office of Community Services	Federal	Annual	September 1st	Spending plan for SSBG funding. Must include proof of notification to the public, description of the agency's administrative, fiscal, and program operations, description of the services funded, amount of funds allocated to each service, estimated number of clients to be served, proof of single audit, and certification.	DSS website
49	SSBG Post-Expenditure Report	ACF, Office of Community Services	Federal	Annual	March 31st	Accounting by service based on expenditures for the FFY and number of clients served; demographics of clients served.	Report is not required to be posted but the contents are included in the SSBG Plan.
50	Standard Medical Deduction Demonstration Project Cost Neutrality Report	USDA-FNS	Federal	Bi-Annual	June 1st	Review of 200 elderly/disabled cases with excess medical expenses.	Standard Medical Demonstration Project on the USDA website: http://www.fns.usda.gov/snap/waivers-rules

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
51	Standard Medical Deduction Project Annual Data Submission (Effect on Caseload)	USDA-FNS	Federal	Annual	January 1st	Number of elderly or disabled households in the caseload during the reporting year; number with medical expenses in excess of \$35; number that took standard medical deductions; and that caused for actual calculation of medical expenses.	Standard Medical Demonstration Project on the USDA website: http://www.fns.usda.gov/inap/waivers-rules
52	Standard Utility Allowance Calculations and Methodology	USDA-FNS	Federal	Annual	June	Calculation and methodology for determining Standard Utility Allowance: MUA (Mandatory Utility Allowance), BUA (Basic Utility Allowance), Telephone Allowance.	Standard Utility Allowance in the DSS SNAP Manual, available on the DSS website.
53	State Agency Notification of Major Changes in Program Design Form (and monthly reports as directed)	USDA-FNS	Federal	Quarterly	New Federal Requirement, effective date: March 21, 2016	The regulation requires States to notify FNS when changes have been approved: includes description of the changes and an impact analysis. If validated by FNS as a major change, States must submit monthly reports on a quarterly basis for a minimum of own year after full implementation of the change.	If there is any public access, it would be through the USDA-FNS website.
54	Survey of Occupational Injuries and Illnesses	US Department of Labor	Federal	Annual	February	5 Counties are sent: any injuries/illnesses job related/number of days out of work/restrictions, etc.	N/A
55	TANF Annual Report-ACF 204	DHHS-ACF	Federal	Annual	December 31st	Quarterly ACF-196 Financial Reports; ACF 202 TANF caseload reduction report; SARs CR730 Report of Domestic Violence cases.	Extractions from this report (i.e. TANF caseload data) are available on the ACF website.
56	TANF EBT Restrictions Report ACF-204	DHHS-ACF	Federal	Annual	September 30th	Report on policies and procedures for the mandated blocking of transactions using eplay cards at Liquor Stores, Casinos, and Adult-Oriented Entertainment businesses.	We are unaware of public accessibility for this report.
57	TANF State Plan	DHHS-ACF	Federal	Every 3 years. The last Plan was submitted in October 2015.	September 30th	State's Plan for operating the TANF program, including: the goals and administration; description of the program; funding sources.	Draft plan is available for public comment on the DSS website 45 days prior to implementation.
58	TANF State Work Verification Plan	DHHS-ACF	Federal	If changes occur	Current: 2009	TANF work activities, verification, and submittal procedures.	By Request
59	USDA Team Nutrition Grant progress reports	USDA-FNS	Federal	Quarterly	30 days after end of quarter	Description of accomplishments compared to goals and objectives established for the Team Nutrition grant period. This competitive Team Nutrition training grant will end 7/31/2017.	Information about Team Nutrition training grant activities at http://www.fns.usda.gov/tn/team-nutrition .
60	Whistleblowers	USDA-FNS	Federal	Daily		SNAP fraud and/or trafficking reports made by the public to the federal government which require an investigation by SC and findings of the investigation are to be reported back to FNS within 60 days.	not sure if report is made available to public
61	ACF 800 Report	ACF, Office of Child Care	Federal	Annual	December 31st	Total children served for the fiscal year and total providers by provider type.	The actual report cannot be accessed by the public but demographic data from the report is available on the ACF website.
62	ACF-801 Report	ACF, Office of Child Care	Federal	Quarterly - produced automatically from the SC Voucher System	Last day of the 2nd month following the end of a quarter	Demographic data regarding the children served by the CCDF Program and the providers serving those children.	The actual report cannot be accessed by the public but demographic data from the report is available on the ACF website
63	FNS-824 State Agency (NSLP/SNAP) Direct Certification Rate Data Element Report	FNS, South Carolina Department of Education	Federal (FNS) State (SCDE)	Annual (Must be submitted through FPRS)	December	Unduplicated count of school-aged children (5-17 years old) in SNAP households during the months of July, August, and September.	By Request
64	SC Head Start Census	SC Legislative Oversight Office and the Office of Head Start	Federal and State	Bi-Annual	May/Dec	SC Head Start enrollment by county program and classroom.	SC Head Start websites
65	Accountability Report	Executive Budget Office	State	Annually	September 15, 2015		Online

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
66	Bank Account Transparency and Accountability	General Assembly	State	Annually	September 29, 2015	Each state agency, except state institutions of higher learning, which has composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller General's South Carolina Enterprise Information System shall prepare a report for each account disclosing every transaction of the account in the prior fiscal year. The report shall be submitted to the State Fiscal Accountability Authority by October first of each fiscal year. Requires state agencies to make public their Annual Accountability Report on or before September 15th and sets guidelines for the report.	Online
67	Base Budget Analysis	General Assembly	State	Annually	September 15, 2015	Requires a report detailing the status of the Child Support Enforcement System. This report is due to the General Assembly by August 31st.	Online
68	Child Support Enforcement System	General Assembly	State	Annually	September 2, 2015	Establishes guidelines and reporting requirements for supplemental salaries. The employing agency must report this information on or before August thirty-first of each year and must include the total amount and source of the salary supplement received by	By Request
69	Commodity Valuation	Budgets	State	Annual	July 15th	To provide a substantive quality review of the child protective services and foster care programs in each county and each adoption office in the State.	No supplemental salaries to report
70	Compensation - Reporting of Supplemental Salaries	General Assembly	State	Annually	N/A	Requires state agencies to report to SSC and W&M by the end of February the amount of outstanding debt and all methods used to collect it. If an agency determines the likelihood of a deficit for the current fiscal year exists, the agency shall submit to the Office of State Budget within fourteen days, a plan to minimize or eliminate the projected deficit.	Online
71	County Office Performance Reviews	General Assembly	State	Each County at least once every five years.	every county's reviewed every year and reports are submitted to the legislative delegations of each county throughout the year as the reports are submitted.	Requires state agencies to report to the state discrimination policy and requires agencies to report to State Human Affairs Commission by October 31 of each year.	Online
72	Debt Collection Reports	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually	March 2, 2015	To report on the activities of the ISCEDC program for families and children identified as in need of special support in the community or when necessary, in a substitute care setting.	By Request
73	Deficit Monitoring	General Assembly	State	Quarterly	January 29, 2016	Increased Efficiency	By Request
74	DEW 101-102 Wage Report	DEW	State	Quarterly	4th - 8th of each month	Requires a report of the fines and fees charged and collected in the prior fiscal year by September 1st.	N/A
75	Discrimination Policy	General Assembly	State	Annually	November 23, 2015		Online
76	DSS Interagency System for Caring for Emotionally Disturbed Children (ISCEDC) report	Senate Finance and Ways and Means Committee	State	Quarterly			Online
77	Evaluation Report	House Legislative Oversight Committee	State	N/A	February 11, 2016		Online
78	Fines and Fees Report	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually	September 5, 2015		Online

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
79	IMD Operations	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually	November 1, 2013	Requires that IMD funds be used for out of home placement providers. Requires an annual report to be submitted.	By Request
80	Information Technology and Information Security Plans	General Assembly	State	Annually	October 1, 2015	By October 1, 2015, all state agencies must submit an information technology plan and an information security plan for Fiscal Year 2015-16 to the Department of Administration. State agencies must submit updates to their plans if there are changes following initial submission. Changes that would necessitate an updated plan include, but are not limited to, changes in response to technological advancements, changes in legislation, regulation or compliance requirements, newly identified funding sources, or new issues relating to information technology management or business requirements.	By Request
81	Jaidon's Law	General Assembly	State	Annually	March 6, 2015	To report annually on specific caseworker and children data.	Online
82	Legislative Oversight	Senate Legislative Oversight Subcommittee	State	Special Committee established to review DSS.	Varies. Agency responds to questions from the Subcommittee as received.	Increased Efficiency	By Request
83	MBE Quarterly Progress Report	Small and Minority Business Contracting and Certification Office	State	Quarterly	Continuous	List of payments to certified minority vendors.	By Request
84	MMO Quarterly Report	State Procurement Office	State	Quarterly	Continuous	List of Sole Source, Emergency, Trade-Ins, Preference Awards, Unauthorized, and 10% Rule.	By Request
85	New SNAP Debit Card Accountability Features	Chairman of Senate Finance and Chairman of Ways & Means	State	Annually		Report to Chairman of W&M and Senate Finance by December 1, 2014 on recommendations for new accountability features to SNAP debit cards.	Online
86	Organizational Charts	General Assembly	State	Annually	No longer required by OHR since SCEIS implementation	Requires state agencies to submit to OHR a current organization chart by September 1st.	By Request
87	Restructuring Report	House Legislative Oversight Committee	State	Annually	February 11, 2016	Increased Efficiency	Online
88	Restructuring Report and Cost Savings Plan	Office of Senate Oversight	State	Annually		Increased Efficiency	Online
89	Safe Haven Act Report	General Assembly	State	Annually	July 19, 2012	To report on infants taken into custody as part of the Safe Haven Act.	Online
90	SC Head Start Association Update	SC Head Start Association	State	Quarterly	Varies	A summary of Collaboration Office activities and information from partners.	Head Start Association website
91	SNAP Coupons	General Assembly	State	Bi-annually	October 21, 2015	The agency shall work to identify and utilize funds as matching dollars for the continued success of the "Healthy Bucks" program and shall report semi-annually to the General Assembly on the status of the program. The report shall include, at a minimum, the number of recipients, counties served, and cumulative expenditure data for the program.	By Request
92	State Accident Fund Payroll Report	State Accident Fund	State	Annual	August	Number of employees/class code/gross payroll/overtime/reported payroll	N/A
93	Travel Report	General Assembly	State	Annually	September 18, 2015	Establishes guidelines and requires state agencies to report to the Comptroller General travel expenditures for the prior fiscal year.	Online

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Report Template		Name of Entity Requesting the Report		Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
94	Use of Funds Authorization	Senate Finance and Ways and Means Committee	State	State	Annually	January 28, 2016	Authorizes the department to receive and expend funds awarded to investigative units of the department as a result of a donation, contribution, prize, grant or court order. Sets guidelines and requires a report to the Senate Finance Committee and House Ways & Means.	By Request
95	Voluntary Separation Incentive Program	General Assembly	State	State	Annually	N/A	State agencies may implement voluntary separation incentive programs with the consultation of B&C Board OHR. Establishes guidelines and reporting requirements.	Online
96	Work Experience Program Payroll Report	State Accident Fund	State	State	Annual	August	# of clients in specific categories of Work Experience placements to determine amount of Worker's Compensation coverage.	By Request

Fiscal Year 2015-16
Accountability Report

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Oversight Review Template

Item	Name of Entity Conducted Oversight Review	Type of Entity	Oversight Review Timeline (MM/DD/YYYY to MM/DD/YYYY)	Method to Access the Oversight Review Report
1	SCDOA - State Human Resource Division - Audit of Delegated Transactions	State	7/1/14 to 6/30/15	N/A
2	SCDOA - State Human Resource Division - Human Resources Operations Assessment	State	overall SCDSS HR Operations review- Report received May 1, 2016	N/A
3	House Legislative Oversight	State	2015-2016	sstatehouse.gov
4	Senate DSS Oversight	State	2013 -	sstatehouse.gov
5	SNAP QC Integrity Review	Federal	Mar-16	
6	DSS Internal Audits Division	State	All Year	
7	Food and Nutrition Service- State ME Review	Federal	6/20-6/24/2016; FFY 2014 and 2015	FNS has not issued the final report from the State ME Review for this year.
8	Elliott Davis	State	March (Jan-Dec of previous year)	
9	Catherine Sullivan with Clifton Larson Allen LLP	Outside Organization	02/29/16; Fiscal year 2015	We are unaware of any public access to the actual report
10	FNS- Yolaunda Daniel	Federal	Review Dates: 6/20/16-6/24/16; Time Period Reviewed: April 2015-February 2016	This report can not be accessed by the public at this time
11	FNS/USDA: Benefit Integrity ME Review	Federal	6/8/15-6/12/15; For FY2014	Upon request
12	FNS/USDA: Benefit Integrity ME Review and Financial Audit	Federal	4/18/16-4/29/16; For FY2015	Upon request
13	OIG: DSNAP	State	March 2016 until present	Not published yet
14	CliftonLarsonAllen, LLP for Office of State Auditor	Outside Organization	1/2016-3/2016 audit of SFY2015: 7/1/2014-6/30/2015	SC Office of the State Auditor's website at http://osa.sc.gov
15	The Hobbs Group, PC, CPAs	Outside Organization	5/2016 review of SFY2015 agreed-upon procedures: 7/1/2014-6/30/2015	SC Office of the State Auditor's website at http://osa.sc.gov

