

AGENCY NAME:	SC Department of Commerce		
AGENCY CODE:	P320	SECTION:	050

**Fiscal Year 2016-2017
Accountability Report**

SUBMISSION FORM

AGENCY MISSION	<p>Working together to create opportunities for South Carolinians by promoting:</p> <ul style="list-style-type: none"> • Job creation • Economic growth • Improved living standards for South Carolinians
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AGENCY VISION	<p>It is our vision that South Carolina's economy will become more competitive in a global economy, providing South Carolinians of all ages and skill levels an opportunity to maximize their talents and abilities.</p>
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Please select 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.

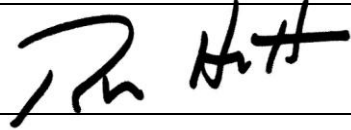
RESTRUCTURING RECOMMENDATIONS:	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please identify your agency's preferred contacts for this year's accountability report.

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
PRIMARY CONTACT:	Chris Huffman	803-737-0462	chuffman@sccommerce.com
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I have reviewed and approved the enclosed FY 2016-2017 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	
	(TYPE OR PRINT NAME): Robert M. Hitt III

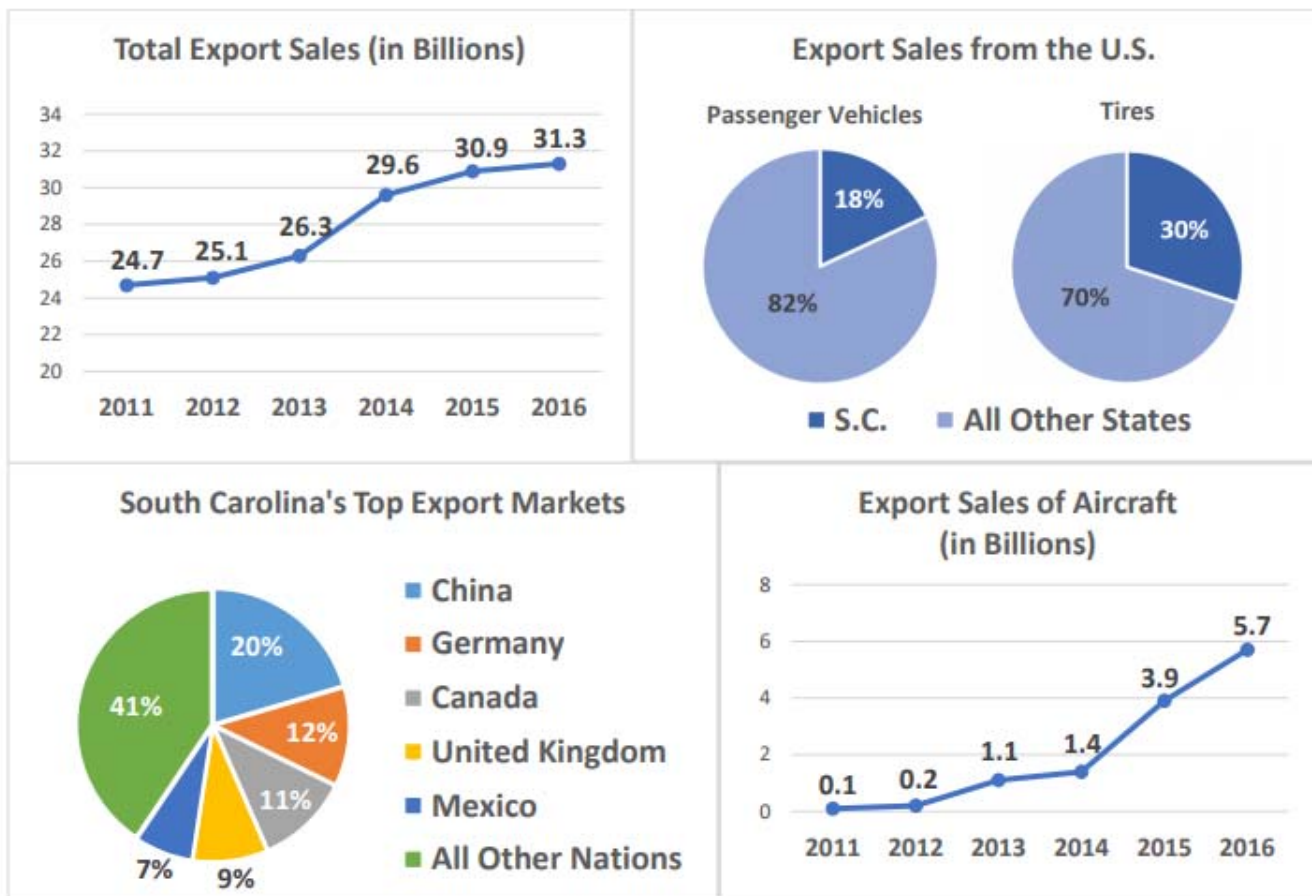
BOARD/CMSN. CHAIR (SIGN AND DATE):	
	(TYPE OR PRINT NAME):

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AGENCY'S DISCUSSION AND ANALYSIS

The state of South Carolina experienced a strong year in both industry recruitment and international trade in 2016. From January to December, the state won 132 economic development projects, recruiting more than \$3.4 billion in capital investment and approximately 13,100 new jobs. Additionally, South Carolina exporters posted a seventh consecutive record year with export sales of \$31.3 billion – a \$400 million increase over last year.

By recruiting companies representing a variety of industry sectors, locations and project types, South Carolina continued to diversify its economy in 2016:



Ranking 15th among all 50 states in total export sales in 2016, South Carolina topped \$31 billion for the first time. The state's top export commodities were vehicles, aircraft, machinery, rubber and electrical machinery. The state's top export markets were China, Germany, Canada, United Kingdom and Mexico. As one of only 16 states to see an increase in export sales from 2015 to 2016, South Carolina continued to lead the nation in the export sales of ball and roller bearings, completed passenger vehicles and tires.

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Recognizing the importance of international trade to the state’s economy, S.C. Commerce, along with its partners, works with businesses statewide to promote and encourage export activity. Over the last five years, the state’s export incentive programs have helped South Carolina companies sell products to more than 25 different countries worldwide.

SC Department of Commerce 2017 Top Accomplishments

1. **Recruitment posted another great year** – In 2016, business recruitment in South Carolina surpassed \$3.4 billion, as more than 130 companies decided to locate to or expand to the state last year. Collectively, those firms committed to creating approximately 13,100 new jobs.
2. **Record export success** – For the seventh consecutive year, S.C. set a record for total export sales in 2016, exceeding \$31 billion for the first time and achieving an increase of approximately \$400 million over the previous year.
3. **Leader in the Southeast in manufacturing job growth** – Long considered a manufacturing powerhouse, South Carolina continues to be a leader in the Southeast region in manufacturing job growth. From January 2011 through December 2016, manufacturing employment in the state grew approximately 16 percent.
4. **Cultivating a diverse, high-tech economy** – While South Carolina’s manufacturing operations continue to thrive, other sectors are having success as well. Non-manufacturing jobs comprised 46 percent of all jobs recruited to South Carolina last year. Additionally, the state’s tech economy experienced significant growth. In 2016, S.C. had the 11th-highest tech employment growth rate in the nation, as more than 200 new tech firms opened across the state – a 3.9 percent increase, ranking second nationally.
5. **Becoming a brand state** – In 2016, South Carolina continued to elevate its brand on the global economic stage as many internationally recognized firms announced significant investments in the Palmetto State. Among them were, Blackbaud, China Jushi, Comcast, Honda, Husqvarna, Michelin, Robert Bosch LLC, Schaeffler Group, Teijin and more.
6. **Helping existing businesses grow** – Expansions of existing companies traditionally outpace new locations, and 2016 followed that same trend as expansions comprised nearly half of recruited investment and approximately one-third of new jobs committed to SC. Helping existing businesses to grow are key to wealth creation—and a testament to—South Carolina’s economy. Recognizing this, the agency spearheaded the coordination of many B2B events last year. S.C. Commerce also rebranded its product and service locator database last year – SourceSC. Known previously as Buy South Carolina, the tool allows South Carolina companies to connect with in-state suppliers and vendors.
7. **International investment repeats gains**—As an important part of the state’s business recruitment—with 62 percent of capital investment recruited last year and 31 percent of new jobs tied to companies headquartered in foreign countries—foreign direct investment continues to rise. Firms based in China, Germany, France, Spain and Japan represented the top contributors to foreign direct investment in South Carolina in 2016.
8. **Focus on rural communities** – In an effort to bring economic development to communities of all sizes, the state’s rural areas remained a priority. In 2016, the state recruited more than 3,500 jobs to counties with Tier III or IV designations, comprising 27 percent of jobs being added to South Carolina’s economy.

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9. **Developing a workforce that meets the needs of industry** – At the direction of legislation passed last year, the S.C. Department of Commerce administers the state’s new Coordinating Council for Workforce Development. This Council duties are to make recommendations to state leadership and develop and implement procedures to share information among the various workforce development agencies of the state.

10. **Leading South Carolina in recovery and rebuilding efforts** – To assist in the distribution of grant funding to those impacted by the floods of 2015 and Hurricane Matthew last year, a Disaster Recovery Office was established at Commerce in the fall of 2016. To date, 231 homes have been completed, and the goal is to complete 3,000 homes by the first quarter of 2020.

South Carolina Opportunities

S.C. Commerce has the opportunity to expand its mission and build on its recent successes by using the strength of its partners – Team South Carolina – comprised of government and non-government entities. By creating strategic partnerships with these groups, Commerce is able to leverage expertise, develop a broader reach and increase economic development opportunities for South Carolina.

Seeking continued growth of South Carolina’s target industry clusters, S.C. Commerce has established partnerships with several organizations in recent years. The agency collaborates with the S.C. Council on Competitiveness to advance the state’s aerospace and logistics industries.

In July 2016, S.C. Commerce formed a partnership with SCBIO to determine the footprint of the life sciences sector in South Carolina. The first step in the partnership was to complete an economic impact study, which was released in August 2017. Now that the study has been concluded and the scope of the state’s life sciences industry has been identified, the two organizations have forged a memorandum of understanding (MOU) that outlines shared goals and objectives designed to further catalyze and grow the life sciences industry in South Carolina.

S.C. Commerce will continue to partner with the South Carolina Small Business Development Centers (SBDCs) to support the state’s small businesses. The SBDCs act as “boots on the ground,” providing counseling and training that makes a real difference for our small business community. Small businesses are a critical part of our state’s economic development infrastructure, making up 97 percent of all firms and employing approximately half of all South Carolinians, further accentuating the need for S.C. Commerce’s close working relationship.

A big part of Team South Carolina are the eight regional economic development alliances that participate in much of the state’s proactive marketing activities. Through resource sharing – financial and staff – South Carolina is able to reach many more companies throughout the world.

Moving forward, S.C. Commerce will continue to utilize our twelve Regional Workforce Advisors to bridge the gap between our education system and our workforce needs. In addition, with the creation of the Coordinating Council for Workforce Development last year, S.C. Commerce began the development of an ongoing inventory of existing workforce programs. In the coming months, the council will develop and implement procedures for sharing information and coordinating efforts among stakeholders.

The development of a wider selection of industrial sites and buildings is another challenge facing Team South Carolina. Many rural, outlying counties lack industrial buildings suitable for attracting new prospective

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businesses to their region. Closer to the larger metropolitan areas, unavailability of large tracts of suitable industrial real estate, with the necessary due diligence completed, impedes the state’s ability to recruit larger manufacturing operations that require the labor force of a more populous region. S.C. Commerce continues to allocate funding to assist counties in developing sites, speculative buildings and making improvements to industrial parks as part of its product development efforts.

As S.C. Commerce seeks to cultivate a more diverse, high-tech economy across the state, the agency’s Office of Innovation has formed a Council for Innovation Initiatives. Tasked with helping the state advance the South Carolina Innovation Plan, which was published in January 2017, the 14-member council will contribute insights that impact strategic decisions, resulting in an accelerated flow of technology and information among people, industries and institutions.

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1				Attract capital investment and job creation throughout South Carolina
S		1.1			Implement a targeted marketing strategy to promote new investment and job creation
O			1.1.1	Public Infrastructure and Economic Development	Take a "Team South Carolina" approach to attract capital investment and job creation throughout South Carolina.
O			1.1.2	Public Infrastructure and Economic Development	Have South Carolina be considered one of the most business-friendly states in the U.S.
O			1.1.3	Public Infrastructure and Economic Development	Be ranked in the top five state for Foreign Direct Investment
S		1.2			Increase Emphasis on recruiting jobs to rural communities of SC
O			1.2.1	Public Infrastructure and Economic Development	Meet or Exceed goal established by agency for jobs recruited in rural areas of SC.
O			1.2.2	Public Infrastructure and Economic Development	Meet or Exceed % of jobs recruited in rural areas of SC as compared to % of labor pool residing in rural counties.
G	2				Build on the strengths of the state's existing, small, and emerging industries
S		2.1			Build on the strengths of the state's existing industries
O			2.1.1	Public Infrastructure and Economic Development	Communicate with existing industries to understand their opportunities and barriers to success.
O			2.1.2	Public Infrastructure and Economic Development	Inform existing businesses on trade opportunities.
O			2.1.3	Public Infrastructure and Economic Development	Inform existing businesses on recycling initiatives and opportunities.
S		2.2			Build on the strengths of the state's small businesses
O			2.2.1	Public Infrastructure and Economic Development	Provides tools designed to increase corporate awareness of small businesses and their capabilities.
O			2.2.2	Public Infrastructure and Economic Development	Match commercial demand with local supply and to create cohesive and mutually beneficial business relationships within South Carolina.
S		2.3			Build on the strengths of the state's innovative and emerging industries
O			2.3.1	Public Infrastructure and Economic Development	Develop a innovation program toward achieving the objectives of the State Innovation Plan.
G	3				Increase the knowledge and available infrastructure in South Carolina through workforce and community development

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
S		3.1			Work with local leaders to develop economic development “product,” such as speculative buildings, industrial sites and parks to ensure that communities have available properties for investors and job creators
O			3.1.1	Public Infrastructure and Economic Development	Maintain inventory of existing speculative buildings, industrial sites and parks
O			3.1.2	Public Infrastructure and Economic Development	Provide leadership, direction and guidance to communities and counties regarding developmental structure, strategic planning and community outreach.
S		3.2			Improve infrastructure of South Carolina Lower-Moderate Income (LMI) communities by making a suitable living environment more widely available.
O			3.2.1	Public Infrastructure and Economic Development	Provide funding and training for new or improved infrastructure, facilities and services.
O			3.2.2	Public Infrastructure and Economic Development	Provide funding for disaster recovery to eligible citizens and victims.
S		3.3			Provide timely, relevant, and up-to-date economic development training for local leadership and practitioners.
O			3.3.1	Public Infrastructure and Economic Development	Have active participation among ally and local entities in agency sponsored economic development training opportunities.
O			3.3.2	Public Infrastructure and Economic Development	Provide timely, relevant, and up-to-date economic development training.
G	4				Serve as the connection for the business and education communities in order to prepare the
S		4.1			Facilitate the delivery of information, resources, and services to students and their parents, educators, employers in our local communities.
O			4.1.1	Public Infrastructure and Economic Development	Inform students and educators with information, resources, and services related to jobs in their regions.
O			4.1.2	Public Infrastructure and Economic Development	Increase and maintain the number of School Districts and existing industries actively engaged in the Renaissance Manufacturing Initiative.
G	5				Manage agency assets to achieve agency goals and objectives
S		5.1			Operate agency in an efficient and effective manner
O			5.1.1	Public Infrastructure and Economic Development	Allocate resources to achieve agency goals and objectives
O			5.1.2	Public Infrastructure and Economic Development	Encourage activities and a workplace that promote wellness in the workplace

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Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
1	Meet or Exceed capital investment goal established by agency	\$4.2 Billion	\$4.3 Billion	\$3.4 Billion	\$4 Billion	Jan 2016 - Dec 2016	Customer Relation Management System	Calculated from commitment letters from companies	1.1.1	Program impact
2	Meet or Exceed jobs recruited goal established by agency	17,280	16,500	13,101	14,000	Jan 2016 - Dec 2016	Customer Relation Management System	Calculated from commitment letters from companies	1.1.1	Program impact
3	South Carolina's ranking of the most business-friendly states in the U.S.	2nd	10th	2nd	10th	Jan 2016 - Dec 2016	Area Development's	Area Development's	1.1.2	Independent determination of Business Conditions
4	South Carolina's ranking among the states of the number of estimated jobs created by Foreign Direct and Interstate Investment per million inhabitants	4th	10th	3rd	10th	Jan 2016 - Dec 2016	IBM Global Business Services	IBM Global Business Services	1.1.3	Independent determination of FDI results
5	Meet or Exceed goal established by agency for jobs recruited in Tier III and Tier IV counties	5,038	4,000	3,593	4,000	Jan 2016 - Dec 2016	Customer Relation Management System	Counties designated as Tier III or Tier IV for Jobs Tax Credit purposes	1.2.1	Program impact
6	% of jobs recruited by agency in rural counties as compared to the percentage of labor force in rural counties	29%	20%	25%	22%	Jan 2016 - Dec 2016	Customer Relation Management System	Rural counties are identified as Tier III and IV Counties by the SCDOR.	1.2.2	Program impact
7	Hold seminars with partners to increase existing businesses understanding of exporting and trade resources	243	190	231	150	July 2016 - June 2017	Attendance records of training	Actual attendees	2.1.2	Education of Small Businesses on export opportunities
8	South Carolina's ranking of states in exports per capita	6th	10th	6th	7th	Jan 2016 - Dec 2016	US Department of Commerce	Statistic provided by US Department of Commerce	2.1.2	Program impact
9	Number of companies visited as a result of the agency Existing Industry Visitation Program	306	350	313	350	July 2016 - June 2017	Customer Relation Management System	Number of visits	2.1.1	Program impact
10	Calls addressed by agency concerning small business inquiries	625	700	325	350	July 2016 - June 2017	Customer Relation Management System	Number of inquiries	2.2.1	Connecting small businesses to resources
11	Increase number of companies included in SourceSC database	530	600	620	650	July 2016 - June 2017	Customer Relation Management System	Actual number of companies included in database	2.2.2	Connecting companies looking for suppliers to small businesses
12	Hold stakeholder events for carpet, compost and plastics recycling market development	230	250	263	250	July 2016 - June 2017	Attendance records of training	Actual attendees	2.1.3	Education of Stakeholders
13	Calls addressed by agency concerning recycling industry inquiries	228	250	234	250	July 2016 - June 2017	Customer Relation Management System	Number of inquiries	2.1.3	Connecting businesses to resources
14	Active innovative programs during the period that address the State Innovation Plan	21	5	3	5	July 2016 - June 2017	Customer Relation Management System	Actual grantees	2.3.1	Address innovative programs in the state
15	Add quality sites to revised building and sites database (LocateSC)	579	525	568	525	July 2016 - June 2017	LocateSC	Number of actual sites on LocateSC	3.1.1, 3.1.2	Capacity building
16	Add quality buildings to revised building and sites database (LocateSC)	210	220	278	220	July 2016 - June 2017	LocateSC	Number of industrial buildings on LocateSC	3.1.1, 3.1.2	Capacity building
17	Number of predominantly LMI communities who received CDBG funding for new or improved infrastructure, facilities or services	32	20	19	20	July 2016 - June 2017	Grantees	Actual grantees	3.2.1	Program impact
18	Number of predominantly LMI communities who received CDBG funding for community and regional planning and coordination initiatives	44	40	44	40	July 2016 - June 2017	Grantees	Actual grantees	3.2.1	Program impact
19	Number of predominantly LMI communities who received CDBG funding to preserve neighborhoods through revitalization, development or elimination of blight	3	3	6	3	July 2016 - June 2017	Grantees	Actual grantees	3.2.1	Program impact
20	Number of LMI households who benefitted from CDBG funding by making existing affordable housing more sustainable by connecting units to public infrastructure	158	50	456	50	July 2016 - June 2017	Figures provided by grantees	Actual households	3.2.1	Program impact
21	Meet or exceed the goal established by agency for number of attendees participating in agency sponsored training opportunities	458	460	499	465	July 2016 - June 2017	Attendance records of training	Actual attendees	3.3.1	Education of Stakeholders

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Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
22	Economic development training provided by agency meeting the needs of attendees	4.7	4.5	4.7	4.5	July 2016 - June 2017	Evaluations completed by attendees of training	Current value, based on 5 point scale with 5 being the highest score. Average score per training class added together then divided by numbers of classes offered by agency.	3.3.2	Education of Stakeholders
23	Number of educators receiving information, resources, and services at sponsored events	12,163	6,000	9,652	7,500	July 2016 - June 2017	Regional Workforce Advisors	Actual attendees	4.1.1	Education of Stakeholders
24	Number of students receiving information, resources, and services at sponsored events	44,388	30,000	45,004	35,000	July 2016 - June 2017	Regional Workforce Advisors	Actual attendees	4.1.1	Education of Stakeholders
25	Number of high schools participating in the Renaissance Manufacturing Initiative during the current period	28	100	102	200	July 2016 - June 2017	STEM Premier	Number participating	4.1.2	Capacity building
26	Number of existing industries participating in the Renaissance Manufacturing Initiative during the current period	31	120	104	150	July 2016 - June 2017	STEM Premier	Number participating	4.1.2	Capacity building
27	Number of homes repaired, rehabbed and replaced with CDBG-Disaster Recovery Funds during the current period	New	210	231	1,143	July 2016 - June 2017	Grant management system	Number of homes repaired, rehabbed and replaced	3.2.2	Program impact

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Program Template

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration & Support	To support the agency with legal, finance, budget, information technology and human resources services.	\$ 1,380,331	\$ 284,058	\$ -	\$ 1,664,389	\$ 1,420,984	\$ 365,000	\$ -	\$ 1,785,984	1.1.1, 5.1.1, 5.1.2
II.A. Global Business Development	To recruit new and existing expansions and locations; to increase the capital investment and number of jobs in South Carolina.	\$ 9,417,733	\$ 118,925	\$ -	\$ 9,536,658	\$ 19,487,612	\$ 6,360,600	\$ -	\$ 25,848,212	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.2.2
II.B. Small Business and Existing Industry	To help South Carolina companies both large and small achieve peak performance by bringing together professionals who offer a wealth of experience in key areas to offer a dynamic approach that helps businesses and communities prosper.	\$ 1,205,335	\$ 255,783	\$ 415,307	\$ 1,876,425	\$ 1,322,974	\$ 302,000	\$ 407,000	\$ 2,031,974	2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2
II.C. Community & Rural Development	To assist local leaders in achieving success for their communities through product development, asset development and leadership and community investment.	\$ -	\$ 669,036	\$ -	\$ 669,036	\$ -	\$ 751,000	\$ -	\$ 751,000	3.1.1, 3.1.2, 3.3.1, 3.3.2
II.D Marketing, Communications and Research	To develop marketing strategies utilizing the State's brand in recruiting industry and attracting investments to the State. To provide real-time, accurate data, information, and research to support the mission of the agency in recruiting industry and attracting investments to the State.	\$ 1,793,751	\$ 6,576	\$ -	\$ 1,800,327	\$ 2,026,168	\$ -	\$ -	\$ 2,026,168	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.2.2
II.E.1 Grant Programs - Coordinating Council for Economic Development	To assist with economic development projects that will represent new jobs and capital investment in the state, either as a result of new business locations or existing business retention and expansion.	\$ 28,159,405	\$ 94,864,723	\$ -	\$ 123,024,128	\$ 57,461,048	\$ 61,316,526	\$ -	\$ 118,777,574	1.1.1, 5.1.1
II.E.2 Grant Programs - Community Development Block Grant	To assist communities with grants for infrastructure, housing, economic development and planning.	\$ 437,536	\$ -	\$ 19,234,789	\$ 19,672,325	\$ 546,500	\$ -	\$ 19,075,000	\$ 19,621,500	3.2.1
II.E.3 Grant Programs - Community Development Block Grant - Disaster Recovery	To assist eligible citizens and communities affected by the October 2015 floods by administering and deploying the CDBG- Disaster Recovery funds available to the state.	\$ -	\$ 22,141	\$ 14,984,106	\$ 15,006,247	\$ -	\$ 1,000,000	\$ 89,600,000	\$ 90,600,000	3.2.2
II.F Regional Education Centers	To work with business community and educational system to bridge the gap between our education system and our workforce needs.	\$ 329,478	\$ 1,603,079	\$ -	\$ 1,932,557	\$ 662,662	\$ 2,199,092	\$ -	\$ 2,861,754	4.1.1,4.1.2
II.G Innovation/Emerging Industries	To support the growth of the state's high-tech and high-growth industry under the goals of the SC Innovation Plan.	\$ 181,544	\$ 50,000	\$ (3,997)	\$ 227,547	\$ 605,000	\$ 395,000	\$ -	\$ 1,000,000	2.3.1
All Other Items	Regional Economic Development Organizations, SC Manufacturing Extension Partnership, Research/Applied Research Centers, Military Base Task Force, Community Development Corporations, IT-ology, Shared Resources, Council on Competitiveness, Marion County, Richland County Economic Development, City of Rock Hill, Williamsburg County, US DOD Match, City of Hartsville, Small Business Development Centers and Town of Lamar.	\$ 10,240,638	\$ 2,139,641	\$ -	\$ 12,380,279	\$ 13,644,570	\$ 2,156,000	\$ -	\$ 15,800,570	1.1.1, 1.1.2, 2.1.1, 2.3.1

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
1	13-1-10	State	Statute	Establishes DOC as an agency to be comprised of various divisions, such divisions to have the functions and powers as provided for by law.	No	No
2	13-1-20	State	Statute	Establishes purpose of DOC to conduct statewide program to stimulate economic activity, manage business affairs of Savannah Valley Development Division, develop, public railways system, and enhance economic growth via strategic planning and coordination.	No	Yes
3	13-1-25	State	Statute	Clarifies that all funds use by DOC regardless of source are public monies for all purposes; establishes reporting requirements each fund during previous calendar year; provides exemption for expenditures for ongoing negotiations with industry or business until next calendar year.	No	No
4	13-1-30	State	Statute	Establishes Secretary to be appointed by Governor and confirmed by Senate and who shall have authority to appoint an executive director and directors of each division of agency, all to serve the pleasure of the secretary.	No	No
5	13-1-40	State	Statute	Establishes the Secretary's authority to appoint advisory councils.	No	No
6	13-1-45	State	Statute	Establishes SC Water and Wastewater Infrastructure Fund and criteria for funds implementation. Program funded from Tobacco Settlement Proceeds and has been completed.	No	No
7	13-150	State	Statute	Establishes annual audit of DOC.	No	Yes
8	13-1-310 through 13-10-360	State	Statute	Establishes Division of Development from former State Development Board; provides for powers and duties, among other things. (This Division encompasses the primary economic development mission of DOC.)	No	No
9	13-1-380	State	Statute	Establishes the Recycling Development Advisory Council and its functions.	Yes	Yes

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10	13-1-610 through 13-1-810	State	Statute	Establishes the Division of Savannah Valley Development and all of its powers, functions, and duties. NOTE: All assets of the Savannah Valley Division were transferred to DNR and other local entities after approval by the Budget and Control Board. Division remains in existence because it is the legal obligor on a note with the STO regarding Savannah Lakes Village, which is being paid from homeowner fees/taxes. This Note was paid off in January of 2016.	No	No
11	13-1-1310 through 13-1-1480	State	Statute	Establishes the Division of Public Railways as a lump sum agency of DOC and all of its powers, functions and duties, including the power to issue revenue bonds and extend rail operations subject to approval of the SFAA.	Yes	Yes
12	13-1-1710	State	Statute	Creates the Coordinating Council for Economic Development with the Secretary of Commerce as Chair and the heads of ten other agencies as members.	No	No
13	13-1-1720	State	Statute	Establishes the purposes and duties of the Council.	No	Yes
14	13-1-1730	State	Statute	Establishes annual reporting requirement.	No	Yes
15	13-1-1740	State	Statute	Council to make recommendations to Governor, General Assembly, and Budget & Control Board as to economic development programs, policies, and appropriations.	No	No
16	13-1-1750	State	Statute	Council to be funded by members agencies (proviso allows Council administration to be funded from programmatic funds); Council make establish technical advisory committees and shall use data available from DOT, universities, and other agencies	No	No
17	13-1-1760	State	Statute	Council shall not infringe on authority of members agencies.	No	No
18	13-1-1810	State	Statute	Transfers the powers and duties of Regional Education Centers to DOC.	No	No

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
19	13-1-1820	State	Statute	Establishes that DOC will provide oversight to RECs; provides primary responsibilities of RECs; requires each REC to have a career development facilitator; requires provision of data and reports as requested by DOC; provides that RECs must conform to requirements of Local Workforce Investment Areas as established by SC Workforce Investment Act and have a board with meeting statutory requirements. RECs shall include one-stop shops, workforce investment boards, tech prep consortia, and regional technology centers.	Yes	Yes
20	13-1-1840	State	Statute	Requires SCDEW, and State Tech, and Department of Education to assist DOC in planning and promoting career information and employment options and preparation programs and in the establishment of RECs.	No	No
21	13-1-2030	State	Statute	Create the "Coordinating Council For Workforce Development" to meet certain current and future workforce needs, to provide for the members of the coordinating council, and to establish the duties of the council.	Yes	Yes
22	Housing & Community Development Act of 1974 and associated regulations found in Title 24, Housing & Urban	Federal	Statute	Establishes programmatic framework for Community Development Block Grant Program administered by DOC.	Yes	No
23	Proviso 50.1	State	Proviso	Any proceeds from the sale of publications may be retained in the agency.	No	No
24	Proviso 50.2	State	Proviso	This proviso allows the Coordinating Council for Economic Development the ability to utilize up to ten percent of the Set Aside Fund for administrative program costs and business recruitment and retention and \$60,000 of the Set Aside Fund to be used for GIS related expenditures and any remaining balance at the end of this fiscal year to be carried forward to next year.	No	No
25	Proviso 50.3	State	Proviso	This proviso allows the Coordinating Council for Economic Development the authority to transfer economic development funds at its disposal to the Closing Fund.	No	No
26	Proviso 50.4	State	Proviso	Allows the carry forward of funds collected from SC companies for trade shows.	No	No

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
27	Proviso 50.5	State	Proviso	Requires the establishment of a Special Events Advisory Committee and expenditure and reporting guidelines.	No	No
28	Proviso 50.6	State	Proviso	Revenue received from the sublease on non-state owned office space may be retained and expended to offset the cost of the department's leased office space.	No	No
29	Proviso 50.7	State	Proviso	The department may charge a fee for ad sales in department authorized publications and may use these fees to offset the cost of printing and production of the publications. Any revenue generated above the actual cost shall be remitted to the General Fund.	No	No
30	Proviso 50.8	State	Proviso	The Secretary of Commerce shall be authorized to appoint the staff of the department's foreign offices on a contractual basis on such terms as the Secretary deems appropriate, subject to review by the Office of Human Resources of the Budget and Control Board.	No	No
31	Proviso 50.9	State	Proviso	Requires the transfer of \$500,000 shall be made available for the routing, planning and construction of I-73.	Yes	No
32	Proviso 50.10	State	Proviso	In order to encourage and facilitate economic development, funds appropriated for the Closing Fund for competitive recruitment purposes shall be used as approved by the Coordinating Council for Economic Development. Any unexpended at the end of the prior fiscal year may be carried forward and expended in the current fiscal year by the Department of Commerce for the same purposes	No	No
33	Proviso 50.11	State	Proviso	Application fees received by the department must be deposited within five business days from the Coordinating Council application approval date.	No	No
34	Proviso 50.12	State	Proviso	The Recycling Market Development Advisory Council must submit an annual report outlining recycling activities to the Governor and members of the General Assembly by March fifteenth each year.	Yes	Yes
35	Proviso 50.13	State	Proviso	Establishes the guidelines for the disbursement of funds related to the Regional Economic Development Organizations.	Yes	No

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
36	Proviso 50.14	State	Proviso	Establishes the guidelines for funds authorized to the SC Mfg Extension Partnership.	Yes	Yes
37	Proviso 50.15	State	Proviso	Establishes the guidelines for the disbursement of funds related to the Business Incubator/Innovation Program.	Yes	No
38	Proviso 50.16	State	Proviso	Establishes the guidelines for the disbursement of funds related to the Council on Competitiveness.	Yes	Yes
39	Proviso 50.17	State	Proviso	This proviso allows certain grant programs to be carried forward from the current fiscal year for the same purpose.	No	No
40	Proviso 50.18	State	Proviso	This proviso allows the Division of Public Railways to close any street or road on or in the vicinity of the former Charleston Navy Base to the extent necessary to implement the Navy Base Intermodal Facility. This closure shall not deny access to any property owners abutting the closed section of the street or road, or in the event access is denied, alternate access shall be provided.	No	No

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<u>Specify only for the following Segments:</u> (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.
II.B. Small Business and Existing Industry	Existing and emerging industries within the state	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.G Innovation/Emerging Industries	Existing and emerging industries within the state	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.B. Small Business and Existing Industry	Small business community	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.G Innovation/Emerging Industries	Small business community	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.A. Global Business Development	National and international businesses making a location decision	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.D Marketing, Communications and Research	National and international businesses making a location decision	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.E.1 Grant Programs - Coordinating Council for Economic Development	National and international businesses making a location decision	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.A. Global Business Development	Site selection consultants	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.D Marketing, Communications and Research	Site selection consultants	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.E.1 Grant Programs - Coordinating Council for Economic Development	Site selection consultants	To provide a business environment and climate that promotes economic development within our state.	Industry	Various
II.C. Community & Rural Development	Communities seeking jobs and investment	To provide a business environment and climate that promotes economic development within our state.	Local Govts.	Various

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public; Demographics.</i>
II.E.1 Grant Programs - Coordinating Council for Economic Development	Communities seeking jobs and investment	To provide a business environment and climate that promotes economic development within our state.	Local Govts.	Various
II.E.2 Grant Programs - Community Development Block Grant	Communities seeking jobs and investment	To provide a business environment and climate that promotes economic development within our state.	Local Govts.	Various
II.F Regional Education Centers	Communities seeking jobs and investment	To provide a business environment and climate that promotes economic development within our state.	Local Govts.	Various
II.C. Community & Rural Development	Communities seeking funding for economic development and/or infrastructure needs	To provide technical assistance and grants to improve the inventory and infrastructure available for economic development.	Local Govts.	Various
II.E.1 Grant Programs - Coordinating Council for Economic Development	Communities seeking funding for economic development and/or infrastructure needs	To provide technical assistance and grants to improve the inventory and infrastructure available for economic development.	Local Govts.	Various
II.E.2 Grant Programs - Community Development Block Grant	Communities seeking funding for economic development and/or infrastructure needs	To provide technical assistance and grants to improve the inventory and infrastructure available for economic development.	Local Govts.	Various

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
Regional Economic Development Organizations	Non-Governmental Organization	Business Development	1.1.1
Local Government Economic Development Offices	Local Government	Business Development	1.1.1
South Carolina Rural Infrastructure Authority	State Government	Product Development and Administrative Collaboration	1.1.1, 3.1.1, 3.1.2, 3.2.1, 5.1.1
South Carolina Parks, Recreation and Tourism	State Government	Marketing the State with Palmetto Partners/Just Right	1.1.1
South Carolina Ports Authority	State Government	Exporting/Business Development	1.1.1, 2.1.2
Forestry Commission	State Government	Agribusiness Project Management	1.1.1, 1.1.2, 2.1.1
SC Department of Agriculture	State Government	Agribusiness Project Management	1.1.1, 1.1.2, 2.1.1
Department of Employment and Workforce	State Government	Workforce	1.1.1, 1.1.2
Department of Transportation	State Government	Infrastructure	1.1.1, 1.1.2
Department of Health and Environmental Control	State Government	Permitting and Recycling	1.1.1, 2.1.3, 3.1.1, 3.1.2, 3.2.1
Jobs Economic Development Alliance	State Government	Shared Resources Agreement	1.1.1, 5.1.1
The Governor's Office	State Government	Leadership/Business Development	1.1.1, 1.1.2
South Carolina Manufacturing Extension Partnership	Non-Governmental Organization	Existing Industries	1.1.1, 2.1.1
Council on Competitiveness	Non-Governmental Organization	Development of the Aerospace and TDL (Transportation, Distribution, and Logistics) Sectors	1.1.1, 2.1.1
Small Business Development Centers	Non-Governmental Organization	Assistance to Small Businesses	1.1.1, 2.2.1
South Carolina Research Authority	State Government	Research/Applied Research Center/Innovation	1.1.1, 2.3.1, 4.1.2

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
South Carolina Technical College System	State Government	ReadySC/Workforce	1.1.1, 1.1.2
South Carolina Association of Community & Economic Development	Non-Governmental Organization	Small Business and Community Development	1.1.1, 2.2.1
South Carolina Automotive Council	Non-Governmental Organization	Assistance with Automotive Manufacturing Sector	1.1.1, 2.1.1
State Historic Preservation Office	State Government	Permitting and Development	1.1.1, 1.1.2
South Carolina General Assembly	State Government	Leadership/Business Development	1.1.1, 1.1.2
South Carolina Association of Counties	Non-Governmental Organization	Community Development	1.1.1, 3.1.2
Municipal Association of South Carolina	Non-Governmental Organization	Community Development	1.1.1, 3.1.2
South Carolina Chamber of Commerce	Non-Governmental Organization	Small Business and Existing Industries	1.1.1, 2.1.1, 2.2.1
South Carolina Manufacturers Alliance	Non-Governmental Organization	Small Business and Existing Industries	1.1.1, 2.1.1, 2.2.1
US Army Corp of Engineers	Federal Government	Permitting	3.1.1, 3.1.2, 3.2.1
South Carolina Department of Revenue	State Government	Audit of Job Development Tax Credits and Administrative Collaboration	1.1.1, 1.1.2
SCBIO	Non-Governmental Organization	Assistance with the Life Science Industry Sector	1.1.1, 2.1.1, 2.2.1
IT-ology	Non-Governmental Organization	Innovation	1.1.1, 2.3.1

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Report Template

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	Accountability Report	Executive Budget Office	State	Annually	September 15, 2017	The reports "must contain the agency's or department's mission, objectives to accomplish the mission, and performance measures that show the degree to which objectives are being met." Agencies must "identify key program area descriptions and expenditures and link these to key financial and performance results measures."	Executive Budget Office, SC Legislature and Agency website
2	Annual Report - CCED Fund Activity	Executive Budget Office	State	Annually	March 11, 2017	Outlining of CCED activities during the previous calendar year.	SC Legislature and Agency website
3	Annual Report - Enterprise Program	SC Legislature	State	Annually	May 1, 2017	The report must list each revitalization agreement concluded during the previous calendar year, the results of each cost/benefits analysis, and receipts and expenditures of application fees.	SC Legislature and Agency website
4	Recycling Market Development Advisory Council	The Governor and SC Legislature	State	Annually	March 15, 2017	Outlining of recycling activities during the calendar year.	Email info@scommerce.com for a copy of a report
5	Annual Report - Palmetto Partners	The Governor, the Speaker of the House, the President of Pro Tempore of the Senate, the Chairman of the House Ways and Means Committee, and Chairman of the Senate Finance Committee.	State	Annually	August 24, 2017	Annual activities of the Palmetto Partners.	Executive Budget Office, SC Legislature and Agency or Email info@scommerce.com for a copy of a report
6	Fines and Fee Report	The Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee	State	Annually	August 31, 2017	Fines and Fees collected by agency during the year.	Agency Website
7	Bank Account Transparency	The State Fiscal Accountability Authority	State	Annually	September 30, 2016	Activity related to agency back accounts.	Agency Website
8	Outstanding Debt Report	Executive Budget Office	State	Annually	February of 2017	Outstanding Debt Report for agency.	Email info@scommerce.com for a copy of a report
9	Community Economic Development Act	The General Assembly	State	Annually	Sept of 2017	Activities related to the Community Development Act.	Email info@scommerce.com for a copy of a report
10	SC Manufacturing Extension Partnership	The General Assembly	State	Annually	November 1, 2016	Activities related to the SC Manufacturing Extension Partnership.	Email info@scommerce.com for a copy of a report
11	Council on Competitiveness	The General Assembly	State	Annually	December 19, 2016	Activities related to the Council	Email info@scommerce.com for a copy of a report
12	Coordinating Council on Workforce Development	The General Assembly	State	Annually	July 10, 2017	Activities related to the Council	Email info@scommerce.com for a copy of a report

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External Review Template

Item	Name of Entity Conducted External Review	Type of Entity	External Review Timeline (MM/DD/YYYY to MM/DD/YYYY)	Method to Access the External Review Report
Agreed Upon Procedures - Department of Commerce	Brown CPA, LLC	Outside Organization	7/1/2014-6/30/2015	http://osa.sc.gov/Reports/stateengagements/commerce/Documents/Commerce/P3215.pdf
Agreed Upon Procedures - Department of Commerce Palmetto Partners	Brown CPA, LLC	Outside Organization	1/1/2016-12/31/2016	http://osa.sc.gov/Reports/stateengagements/commerce/Documents/Palmetto%20Partners/P3216(Palmetto%20Partners).pdf
Single Audit	Clifton Larson Allen, LLP	Outside Organization	7/1/2015-6/30/2016	http://osa.sc.gov/Reports/stateengagements/stateofsc/Documents/Single%20Audit/16%20Single%20Audit.pdf
Independent Audit - Division of Public Railways	State Auditor's Office Greene Finney & Horton	State Outside Organization	1/1/2016-12-31-2016	http://osa.sc.gov/Reports/stateengagements/commerce/Documents/Division%20of%20Public%20Railways/P3216(Palmetto%20Railways).pdf
CDBG-DR Program Review	US Department of Housing and Urban Development	Federal	2015 Flood Recovery	Email agency for a copy of the report