Legislative Oversight Committee
South Carolina House of Representatives
Post Office Box 11867
Columbia, South Carolina 29211
Telephone: (803) 212-6810 • Fax: (803) 212-6811

2016 Annual Restructuring Report
Extension Request Guidelines

PLEASE NOTE:
The information included in the agency's report will appear online for all legislators and the public to view.

Agency Name: **South Carolina Department of Employment and Wor**
Date Request Submitted: **January 11, 2016**

kforce

Background

Committee Standard Practices 4.2.2 - 4.2.4

Extensions for Annual Restructuring Reports

4.2.2 The Chairman may, for reasons he determines as good cause, provide an agency an extension and new deadline to submit its Annual Restructuring Report (“New Deadline”). The Chairman will not provide more than two extensions without unanimous consent from the full committee.

4.2.3 Before the Chairman will consider a request from an agency for an extension, the agency must fully complete a Committee Extension Request form, as approved by the Committee Chairman, and provide it to the Chairman for consideration.

4.2.4 Until the agency receives a response, it should continue to complete the report to the best of its ability as if it is due on the original deadline.

Submission Process

Note this Extension Request Form will be published online.

Agency	South Carolina Department of Employment and Workforce
Date of Submission	42380

Instructions : Please complete this Extension Request Form. The completed form should be submitted electronically to the House Legislative Oversight Committee (HCommLegOv@schouse.gov) in both the original format (Excel) and saved as a PDF for online reporting. Please direct any questions about this process to Jennifer Dobson (jenniferdobson@schouse.gov) or Charles Appleby (charlesappleby@schouse.gov).

I. Extension Request

1	State the date the agency orginially received the report guidelines:	*11/25/2015*
2	State the date the agency submitted this request for an extension:	*1/11/2016*
3	State the orginial deadline for the report:	January 12, 2016, first day of session as provided by statute
4	State the number of additional days the agency is requesting:	*10 working days*
5	State the new deadline if the additional days are granted:	*1/26/2016*

II. History of Extensions

1	List the years in which the agency previously requested an extension, putting the years the extension was gratned in bold:	2015

III. Good Cause

Submission Process

	1	Please state good cause as to why the Committee should grant the extension requested by the agency. Please limit the response to 1,000 words or less.	*The Department of Employment and Workforce (DEW or the agency) takes services for and responsibilities to the citizens of South Carolina very highly. The agency is requesting a ten (10) day extension for the Annual Restructuring Report. The agency would like to ensure all of our submittals are detailed and comprehensive for the purposes of merging or eliminating duplicative or unnecessary divisions, programs, or personnel within each department in order to provide the highest, efficient administration of government services. Additionally, this extension would guarantee that all cost saving initiatives, planned actions, and executed agency efficiencies are captured fully in our report.*
IV. **Verfication**			
	1	Please state the name of the agency head, or person designated and authorized by the agency head to do so, that has approved and reviewed the information provided in this Extension Request form.	*Cheryl M. Stanton*
	2	Does the agency head, or designated person by the agency head, affirm that the information contained in this form from the agency is complete and accurate to the extent of his or her knowledge.	*Yes*
V. **Committee Response**		**Leave this section blank.**	
	1	Date extension was granted:	11-Jan-16
	2	Number of additional days granted:	10 days
	3	New deadline for agency response:	26-Jan-16

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1	State the date the agency orginially received the report guidelines:	*11/25/2015*
2	State the date the agency submitted this request for an extension:	*1/11/2016*
3	State the orginial deadline for the report:	January 12, 2016, first day of session as provided by statute
4	State the number of additional days the agency is requesting:	*15 working days*
5	State the new deadline if the additional days are granted:	*2/1/2016*

II. History of Extensions

1	List the years in which the agency previously requested an extension, putting the years the extension was gratned in bold:	2015

III. Good Cause

Submission Process

	1	Please state good cause as to why the Committee should grant the extension requested by the agency. Please limit the response to 1,000 words or less.	*The Department of Employment and Workforce (DEW or the agency) takes services for and responsibilities to the citizens of South Carolina very highly. The agency is requesting a ten (10) day extension for the Annual Restructuring Report. The agency would like to ensure all of our submittals are detailed and comprehensive for the purposes of merging or eliminating duplicative or unnecessary divisions, programs, or personnel within each department in order to provide the highest, efficient administration of government services. Additionally, this extension would guarantee that all cost saving initiatives, planned actions, and executed agency efficiencies are captured fully in our report*
IV. Verfication			
	1	Please state the name of the agency head, or person designated and authorized by the agency head to do so, that has approved and reviewed the information provided in this Extension Request form.	*Cheryl M. Stanton*
	2	Does the agency head, or designated person by the agency head, affirm that the information contained in this form from the agency is complete and accurate to the extent of his or her knowledge.	*Yes*
V. Committee Response		**Leave this section blank.**	
	1	Date extension was granted:	26-Jan-16
	2	Number of additional days granted:	15 working days
	3	New deadline for agency response:	1-Feb-16

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Agency Name:	**South Carolina Department of Employment and Worl**
Date Request Submitted:	**January 11, 2016**

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Background

Committee Standard Practices 4.2.2 - 4.2.4

Extensions for Annual Restructuring Reports

4.2.2 The Chairman may, for reasons he determines as good cause, provide an agency an extension and new deadline to submit its Annual Restructuring Report ("New Deadline"). The Chairman will not provide more than two extensions without unanimous consent from the full committee.

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Submission Process

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Agency	South Carolina Department of Employment and Workforce
Date of Submission	42380

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I. Extension Request

1	State the date the agency orginially received the report guidelines:	*11/25/2015*
2	State the date the agency submitted this request for an extension:	*2/29/2016*
3	State the orginial deadline for the report:	January 12, 2016, first day of session as provided by statute
4	State the number of additional days the agency is requesting:	*one month*
5	State the new deadline if the additional days are granted:	*3/31/2016*

II. History of Extensions

1	List the years in which the agency previously requested an extension, putting the years the extension was gratned in bold:	2015

III. Good Cause

Submission Process

		1	Please state good cause as to why the Committee should grant the extension requested by the agency. Please limit the response to 1,000 words or less.	*The Department of Employment and Workforce (DEW or the agency) takes services for and responsibilities to the citizens of South Carolina very highly. The agency met with House Legislative Oversight Committe staff regarding the strategic budgeting portion of the Annual Restructuring Report. Staff gave us productive feedback and an excellent path forward toward finalizing the report. The agency is requesting a final extension until 3/31/16 for the Annual Restructuring Report. As always, this extension would guarantee that all cost saving initiatives, planned actions, and executed agency efficiencies are captured fully in our report.*
IV.	Verfication			
		1	Please state the name of the agency head, or person designated and authorized by the agency head to do so, that has approved and reviewed the information provided in this Extension Request form.	*Cheryl M. Stanton*
		2	Does the agency head, or designated person by the agency head, affirm that the information contained in this form from the agency is complete and accurate to the extent of his or her knowledge.	*Yes*
V.	Committee Response		**Leave this section blank.**	
		1	Date extension was granted:	1-Mar-16
		2	Number of additional days granted:	one month
		3	New deadline for agency response:	31-Mar-16

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2016 Annual Restructuring Report Guidelines

PLEASE NOTE:

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Agency Name:	**South Carolina Department of Employment and Wor**
Date Report Submitted:	**Insert Date Submitted**
Agency Head	
First Name	Cheryl
Last Name:	Stanton
Email Address:	CStanton@dew.sc.gov
Phone Number:	803-737-2617

kforce

General Instructions

SUBMISSIONS	
What to submit?	Please submit this document in electronically only in both the original format (Excel) as well as in a PDF document. Save the document as “2016 - Agency ARR (*insert date agency submits report*).”
When to submit?	The deadline for submission is by the first day of session, January 12, 2016.
Where to submit?	Email all electronic copies to HCommLegOv@schouse.gov.

NOTE: If the agency enters its Name and the Date of Submission in the "Cover Page" tab, it should automatically populate at the top of each tab in this report.

WHERE INFORMATION WILL APPEAR	
Where will submissions appear?	The information included in the agency's report will appear online for all legislators and the public to view. On the South Carolina Statehouse Website it will appear on the Publications page as well as on the individual agency page, which can be accessed from the House Legislative Oversight Page.

QUESTIONS	
Who to contact?	House Legislative Oversight at 803-212-6810.

OTHER INFORMATION	
House Legislative Oversight	
Mailing	Post Office Box 11867
Phone	803-212-6810
Fax	803-212-6811
Email	HCommLegOv@schouse.gov
Web	The agency may visit the South Carolina General Assembly Home Page (http://www.scstatehouse.gov) and click on "Citizens’ Interest" then click on "House Legislative Oversight Committee Postings and Reports."

Legal Standards

This is the first chart in the report because the legal standards which apply to the agency should serve as the basis for the agency's mission, vision and strategic plan.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	31-Mar-16

Instructions : List all state and federal statutes, regulations and provisos that apply to the agency ("Laws") and a summary of the statutory requirement and/or authority granted in the particular Law listed. If the agency grouped Laws together last year, they can continue to do so this year. However, please be aware that when the agency goes under study, the House Legislative Oversight Committee will ask it to list each Law individually. The Committee makes this request so the agency can then analyze each of the Laws to determine which current Laws may need to be modified or eliminated, as well as any new Laws possibly needed, to allow the agency to be more effective and efficient or to ensure the Law matches current practices and systems. Included below is an example, with a partial list of Laws which apply to the Department of Juvenile Justice. Please delete the example information before submitting this chart in final form. NOTE: Responses are not limited to the number of rows below that have borders around them, please list all that are applicable.

Item #	Statute, Regulation, or Proviso Number	State or Federal	Summary of Statutory Requirement and/or Authority Granted	Is the law a Statute, Proviso or Regulation?
1	§§ 1-23-110 -- 160	State	These provisions set forth the procedures for promulgating proposed agency regulations; Provides for publication of notice, public participation, public hearings, contesting regulation for procedural defects, regulation processes, required reports, General Assembly approval, disapproval and modification of regulations, petitions, emergency regulations, duties of state agencies to provide public inspection and information, and appeals contesting agency authority to promulgate regulations	Statute
2	§§ 1-23-320 -- 360	State	Governs administrative procedures, appeals and hearings before DEW and other state agencies; Sets forth procedures, notice requirements, record of hearing, evidentiary matters, and final agency decision or order in contested case hearings.	Statute
3	§ 1–23–380	State	Governs judicial review of appeals of final administrative decisions of DEW; Appeal must be filed/served within 30 days to Administrative Law Court; Scope of review is confined to record and to determining whether DEW's decision is supported by substantial evidence or controlled by error of law.	Statute

Legal Standards

4	§§ 41-27-10 -- 40	State	These general provisions establish: 1) the public policy of the state to provide eligible claimants unemployment benefits; 2) the coverage of employers is not intended to be identical to the coverage requirements of the Federal Internal Revenue Code; and 3) the General Assembly may amend or repeal Chapters 27-41 of Title 41 at any given time.	Statute
5	§§ 41-27-110 -- 390	State	These sections list definitions of common terms throughout Chapters 27 through 41 of Title 41.	Statute
6	§ 41-27-410	State	Establishes the computation of the administrative contingency assessment and to whom it applies.	Statute
7	§ 41-27-510	State	Establishes that DEW must promulgate regulation applicable to individuals who are unemployed in any manner.	Statute
8	§ 41-27-520	State	Establishes the threshold for which included and excluded services for an employer will be considered employment.	Statute
9	§ 41-27-525	State	Establishes that an eligible individual whose base period includes part-time work shall not be denied benefits for seeking part-time employment.	Statute
10	§ 41-27-530	State	Establishes that an employing unit which maintains two or more establishments will be considered a single employing unit for purposes of these Chapters.	Statute
11	§ 41-27-540	State	Indicates that a person employed to assist agents or employees of an employing unit will be deemed an employee of the employing unit.	Statute
12	§ 41-27-550	State	Provides that under appropriate circumstances DEW may enter into agreements with other state and federal agencies.	Statute
13	§ 41-27-560	State	Provides that reports or communications made during the normal course of business cannot be used in a libel or slander suit.	Statute
14	§ 41-27-570	State	Provides that DEW must be a party to any suit to enjoin the collection of contributions and that the AG's Office or a DEW attorney must defend the suit.	Statute
15	§ 41-27-580	State	Provides that in a civil action DEW may be defended by a DEW attorney or the AG's Office.	Statute
16	§ 41-27-590	State	Provides that in cases of significant fraud or criminal violations of Chapters 27 through 41, the cases shall be referred to/prosecuted by the AG's Office.	Statute
17	§ 41-27-600	State	Establishes the DEW may settle cases and provides a procedure to follow upon the decision to compromise.	Statute
18	§ 41-27-610	State	Establishes that the failure to do an act anywhere in the state under Chapters 27 through 41 shall be deemed, in part, a failure to do an act in Columbia.	Statute
19	§ 41-27-620	State	Establishes that a certificate of DEW that a required act was not done is prima facie evidence of the alleged action.	Statute
20	§ 41-27-630	State	Provides that neither DEW nor the state is liable for any sum in excess of the amount of available money to pay benefits.	Statute
21	§ 41-27-640	State	Provides that unemployment insurance coverage is extended to political subdivisions of the state.	Statute
22	§ 41-27-650	State	Provides that DEW must work with the Budget and Control Board and the Dept. of Commerce on certain computer hardware and software matters.	Statute

Legal Standards

23	§§ 41-27-700 -- 750	State	Establishes the DEW Review Committee and provides for the Committee's organization, duties, powers, membership, expenses, staff support and reports and recommendations the Committee may make.	Statute
24	§ 41-27-760	State	Establishes rules of behavior for prospective candidates for the Appellate Panel and for the General Assembly in the election of Appellate Panel members.	Statute
25	§ 41-29-20 -- § 41-29-35	State	Establishes the creation of DEW and the provides for the appointment, removal, compensation and duties of the Executive Director.	Statute
26	§ 41-29-40	State	Establishes the creation of the Unemployment Compensation and Employment Services divisions of DEW and provides that each must have a director.	Statute
27	§ 41-29-50	State	Establishes the Executive Director may appoint an advisory council and provides for the membership of the council.	Statute
28	§§ 41-29-70 -- 80	State	Establishes the personnel and standards for personnel for DEW.	Statute
29	§ 41-29-110	State	Establishes the powers and duties of DEW.	Statute
30	§ 41-29-120	State	Establishes the DEW must maintain and publish various reports and statistics and provides that DEW may require that employing units provide DEW with certain reports and statistics.	Statute
31	§ 41-29-140	State	Establishes the DEW must maintain and publish various reports and statistics and provides that DEW may require that employing units provide DEW with certain reports and statistics.	Statute
32	§§ 41-29-150-- 170	State	Establishes that information DEW obtains is confidential, not open to the public, and cannot reveal the individual's or employing unit's identity. Also establishes defined exceptions to this general rule.	Statute
33	§ 41-29-180	State	Establishes that DEW should attempt to confine reports to the minimum necessary.	Statute
34	§ 41-29-190	State	Establishes that in the discharge of its duties, DEW may administer oaths or affirmations, take depositions and issue subpoenas.	Statute
35	§ 41-29-200	State	Provides that an individual cannot be excused from complying with a DEW subpoena on the grounds it may incriminate them. All testimony and evidence supplied by an individual to DEW cannot be used in a subsequent prosecution of subject the individual to penalty or forfeiture.	Statute
36	§ 41-29-210	State	Provides the penalties for refusal or failure to obey a subpoena.	Statute
37	§ 41-29-220	State	Allows for and establishes the process for DEW to examine returns or reports of Banks.	Statute
38	§§ 41-29-230 -- 240	State	Provides that DEW must cooperate with the USDOL, the Railroad Retirement Board and other Federal agencies in all matters consistent with the proper administration of Chapters 24-41.	Statute
39	§ 41-29-250	State	Provides that DEW must make regulations, reports to the Governor and General Assembly, and all other suitable materials available on DEW's website and available for printing and public distribution.	Statute
40	§ 41-29-270	State	Provides that DEW may promulgate regulations for the operation of an emergency unemployment compensation system in emergency situations.	Statute

Legal Standards

41	§ 41-29-280	State	Provides that DEW must yearly submit an annual report no later than January 15th, to the Governor and General Assembly and make recommendations for any appropriate statutory changes.	Statute
42	§ 41-29-290	State	Provides that DEW must notify the Governor and General Assembly and provide recommendations if it believes a change in contribution of benefit rates is necessary.	Statute
43	§ 41-29-300	State	Establishes the creation of the DEW Appellate Panel and provides for the powers, purpose and composition of the Panel.	Statute
44	§ 41-29-310	State	Transferred the operation and execution of the Workforce Investment Act program from the Dept. of Commerce to DEW.	Statute
45	§ 41-31-5	State	Provides definitions for: benefit ratio, department, statewide average required rate, and statewide average interest surcharge	Statute
46	§ 41-31-10	State	States that each employer shall pay unemployment tax contributions equal to the tax rate assigned to rate class twenty, except as otherwise provided by Title 41, Chapters 27 through 41.	Statute
47	§ 41-31-20	State	Establishes that DEW shall maintain separate accounts for each employer in order to determin an employer's unemployment experience for the purpose of tax rate assignments; also provides fro joint accounts under certain circumstances.	Statute
48	§ 41-31-30	State	Provides that DEW shall annually classify employers' contribution rates based on their actual experience (with respect to taxable wages reported and unemployment benefits charged against their accounts).	Statute
49	§ 41-31-40	State	Establishes base rate computation periods.	Statute
50	§ 41-31-45	State	Provides certain definitions, rules for determining when the Unemployment Insurance Trust Fund is in debt status, and making projections related to the income necessary to pay both benefits debt management; in addition, once trust fund is solvent, requires DEW to promulgate regualtions regarding income need to maintain an adequate level of the trust fund.	Statute
51	§ 41-31-50	State	Establishes rules governing DEW's calculation of annual tax contribution rate for each employer qualified for an experience rating.	Statute
52	§ 41-31-52	State	**Outlines benefits for seasonal workers [law passed in 2011, but DOL determined not in conformity with FUTA and so DEW is not currently implementing]**	Statute
53	§ 41-31-55	State	Provides for additional surcharges on all contributory employers when UI Trust Fund is insolvent.	Statute
54	§ 41-31-60	State	Provides that DEW must assign tax class twenty to an employer who has a delinquent report and/or is subject to a outstanding tax execution	Statute
55	§ 41-31-70	State	Sets forth that an employer account shall not be terminated if the suspension of the business is due to an owner's service in the Armed Forces	Statute
56	§ 41-31-90	State	Permits that when a corporation's name is changed without change in ownership, DEW can continue the experience rating of the old corporation	Statute
57	§ 41-31-100 thru -120	State	Provides rules for the transfer of an employer's benefit experience record and the computation of tax rates when a business is acquired and continued by a successor	Statute

Legal Standards

58	§ 41-31-125	State	Provides alternate rules for assignment of employment benefit record upon acquisition or reorganization of an existing business unit; designed to prevent "SUTA dumping" and provides for penalties for knowing violations	Statute
59	§ 41-31-130	State	Establishes that DEW is not authorized or required to refund any sums lawfully paid into the trust fund and provides that only unemployment benefits may be paid out of the trust fund; however, DEW may make adjustments to accounts for future contributions under certain circumstances	Statute
60	§ 41-31-140	State	Governs the transfer of experience rating account	Statute
61	§ 41-31-150	State	Provides treatment of assessment for a fractional part of a cent	Statute
62	§ 41-31-160	State	Establishes that DEW shal not require contribution and wage reports more frequently than quarterly	Statute
63	§ 41-31-170	State	Provides that DEW shall annually report to any employer the account status and provides for protest rights within 30 days of report mailing	Statute
64	§ 41-31-310	State	Establishes that an employer's tax contributions shall not be deducted from employees' wages and limits assessments to four years	Statute
65	§ 41-31-320	State	Directs that DEW examine contribution reports as soon as practicable and computer contribution due.	Statute
66	§ 41-31-330	State	Provides for imposition of penalty for deliberate understatement of contribution.	Statute
67	§ 41-31-340	State	Establishes that DEW must notify an employer when it fails to make reports or has filed incorrect/insufficient report; also provides that DEW will estimate and double the contribution rate if the employer fails to remedy after notice.	Statute
68	§ 41-31-350	State	If employer fails to file a report after demand by DEW, then DEW shall assess penalty of ten percent (but penalty is limited to between $25 and $1,000).	Statute
69	§ 41-31-360	State	Provides for adjustments to, and in limited circumstances, refunds of, tax contribution.	Statute
70	§ 41-31-370	State	Establishes interest rate on and penalties for unpaid contributions.	Statute
71	§ 41-31-380 thru -400	State	Provides that taxes owed to DEW, including interest, penalties, contingency assessments, etc., are considered a lien on the real property of debtor; also establishes procedures for issuing warrant of execution for collection on delinquent tax contributions; bestows on DEW all collection powers that Dept. of Revenue has for recovery of unpaid income taxes.	Statute
72	§ 41-31-410	State	Establishes that clerk of court or county treasures shall be entield to fees for filing, enrolling, and satisfying a tax execution issued by DEW.	Statute
73	§ 41-31-420	State	Establishes priorities under legal distribution of an employer's assets pursuant to a court order.	Statute
74	§ 41-31-600 thru 670	State	Provides for financing of benefits paid to employees of non-profit organizations	Statute
75	§ 41-31-810 thru -820	State	Provides for financing of benefits paid to employees of governmental entities	Statute
76	§ 41-31-910 thru -930	State	Relates to the payment and collection of DEW's administrative contingency assessments	Statute
77	§ 41-33-10	State	Establishes the unemployment compensation fund, which must be administered separate and apart from all public monies or funds of the State.	Statute

Legal Standards

78	§ 41–33–20	State	Establishes that DEW has full authority and jurisdiction over the unemployment compensation fund, and may perform any and all acts which are necessary or convenient in the administration of Title 41, Chapters 27 through 41.	Statute
79	§ 41–33–30	State	Provides that the State Treasurer is *ex officio* treasurer and custodian of the unemployment compensation fund and shall administer it pursuant to DEW's directions.	Statute
80	§ 41–33–40	State	Establishes that the State Treasurer shall maintain the following three separate accounts within the unemployment compensation fund: (a) a clearing account; (b) an unemployment trust fund account; and (c) a benefit account.	Statute
81	§ 41–33–45	State	Requires an annual report to the General Assembly, the Review Committee, and to the Governor regarding the amount in the unemployment trust fund and an assessment of its funding level, including a trend chart and cost analysis.	Statute
82	§ 41–33–50	State	Transfer of Funds to United States Secretary of the Treasury for Federal Unemployment Trust Fund	Statute
83	§ 41–33–60	State	Withdrawals from Unemployment Trust Fund shall constitute Benefit Account	Statute
84	§ 41–33–70	State	Deposit of moneys in Clearing and Benefit Accounts	Statute
85	§ 41–33–80	State	Moneys Shall be requisitioned from State's Account in Unemployment Trust Fund for payment of Benefits and Refunds	Statute
86	§ 41–33–90	State	Establishes requisitions by DEW on State Treasurer	Statute
87	§ 41–33–100	State	Deposit of Amounts Drawn by DEW; Security	Statute
88	§ 41–33–110	State	Representatives of DEW shall be delegated to sign checks; Bonds of Representatives	Statute
89	§ 41–33–120	State	Authorizes payment of refunds pursuant to 41-31-360 or 41-27-260 (6) from the clearing or benefit accounts upon requisition by DEW to the Comptroller General	Statute
90	§ 41–33–130	State	Appropriation or formal release not required for expenditures from Benefit Account or refunds from Clearing Account	Statute
91	§ 41–33–140	State	Withdrawal and use of money credited to State's account in Unemployment Trust Fund may not be withdrawn or used except for the payment of benefits and for the payment of expenses for the administration of Chapters 27 through 41	Statute
92	§ 41–33–150	State	Specific appropriation by the Legislature is required for requisitions from Unemployment Trust Fund for Payment of Administrative Expenses and must specify the purpose for which the money is appropriated and the amounts appropriated therefore	Statute
93	§ 41–33–160	State	Money appropriated from unemployment trust fund for administrative expenses must be deposited in the employment security administration fund from which payment shall be made. If it will not be expended, it shall be returned promptly to the unemployment trust fund.	Statute
94	§ 41–33–170	State	Provides for disposition of unused amounts in benefit payment account shall be redeposited with the Secretary of the Treasury of the United States to the credit of the State's account in the unemployment trust fund.	Statute

Legal Standards

95	§ 41–33–180 -- § 41-33-200	State	Withdrawals from Unemployment Trust Fund for certain Federal Benefits; Bank Account for payment of certain Federal Benefits; and Disposition of unused funds withdrawn for certain Federal Benefits	Statute
96	§ 41–33–210	State	Provides for the management of funds upon discontinuance of Unemployment Trust Funds	Statute
97	§ 41–33–220	State	Establishes liability of State Treasurer on bond	Statute
98	§ 41–33–410	State	Establishes the creation and content of the DEW Workforce Administration Fund	Statute
99	§ 41–33–420	State	Requires that all money deposited in the DEW Administration Fund shall not be commingled and shall be maintained in a separate account	Statute
100	§§ 41-33-430 -- 440	State	Use of DEW Administration Fund: All moneys in the fund shall be expended by DEW solely for the purpose of defraying the cost of the administration of Chapters 27-41 and for the purposes and in amounts found necessary by the Secretary of Labor for the proper and efficient administration of Chapters 27 through 41	Statute
101	§ 41–33–450	State	The State Treasurer shall be liable on his official bond for the faithful performance of his duties in connection with the administration fund	Statute
102	§§ 41-33-460 -- 470	State	The State shall replace funds lost or improperly spent; DEW shall file report to State Budget and Control Board with a statement of the amounts required for any replacement required	Statute
103	§ 41–33–610	State	Establishes the creation and content of the DEW Special Administration Fund, which shall consist of all penalties and interest collected on contributions due and unpaid contributions; Sets forth the purposes for which moneys in the fund may be expended.	Statute
104	§ 41–33–710	State	Establishes the creation and content of the DEW Administrative Contingency Fund; consists of all assessments collected pursuant to 41-27-410; and sets forth the purposes for which the DEW may expend moneys from the fund	Statute
105	§ 41–33–810	State	Establishes the creation and content of the DEW Interest Assessment Fund: consists of all assessments collected pursuant to 41-31-55(A); Money in the fund shall not be commingled and shall be maintained in a separate account; All monies in this fund shall be expended solely for the purpose of defraying the cost of interest on advances from the federal Unemployment Trust Fund. Any balance in the fund shall not lapse but shall be available to DEW for expenditure consistent with Chapters 27-41.	Statute
106	§ 41–33–910	State	Establishes the creation and content of the DEW Integrity Fund. This fund shall not be commingled and shall be maintained in a separate account. The fund consists of monetary penalties collected pursuant to 41-41-45 (C) (3). This fund shall be used for the purpose of preserving the integrity of the unemployment compensation fund and promoting unemployment insurance integrity efforts. These efforts may include verifying eligibility, determining status, and updating technology and educational tools to support integrity activities.	Statute
107	§ 41-35-10	State	Generally, benefits shall be made to unemployed and eligible individuals subject conditions listed in Chapters 27 - 41 of Title 41.	Statute

Legal Standards

108	§ 41-35-20	State	Provides for the payment or nonpayment of unemployment compensation to certain individuals who perform services in schools or institutions of higher education.	Statute
109	§ 41-35-30	State	Under certain conditions, benefits owed an individual at the time of his death may be paid to relatives or dependents of the deceased.	Statute
110	§ 41-35-40	State	Establishes the computation of an insured worker's weekly benefit amount.	Statute
111	§ 41-35-50	State	Establishes that the maximum potential benefit amount for and insured worker for one year is: 1) 20 times his weekly benefit amount; or 2) one-third of his wages for insured work paid during the base period.	Statute
112	§ 41-35-60	State	Establishes the conditions in which an individual may be eligible for weekly benefits due to partial unemployment.	Statute
113	§ 41-35-66	State	Establishes that benefits shall not be paid to an individual on the basis of employment consisting of participation in athletic events or preparation and training for athletic events.	Statute
114	§ 41-35-67	State	Establishes that benefits shall not be paid to aliens unless the alien is lawfully in the US and lawfully admitted for permanent residence.	Statute
115	§ 41-35-100	State	Establishes that benefit rights of individuals currently serving in the military or any organization affiliated with the defense of the United States are preserved during service.	Statute
116	§ 41-35-110	State	Establishes the Conditions of eligibility for an unemployed worker to receive unemployment compensation benefits.	Statute
117	§ 41-35-115	State	Establishes that an individual eligible for benefits may not be denied benefits because they are required by law to serve on a jury.	Statute
118	§ 41-35-120	State	Establishes the conditions under which an individual separated from employment would be ineligible for benefits.	Statute
119	§ 41-35-125	State	Establishes: 1) an individual is not disqualified from benefits if the separation from employment is directly resulting from domestic abuse; and 2)an individual is not disqualified from benefits if the separation from employment is due to compelling family circumstances.	Statute
120	§ 41-35-126	State	Establishes that an individual is not disqualified from benefits if the separation from employment is due to the relocation of a spouse who has been reassigned from one military assignment to another.	Statute
121	§ 41-35-130	State	Lists the circumstances in which benefits paid to a claimant will not be charged against a former employee.	Statute
122	§ 41-35-135	State	Establishes the conditions that DEW will not relieve the charges of overpaid benefits to an employers account if the employer's inactions contribute to the overpayment.	Statute
123	§ 41-35-140	State	Establishes that DEW may enter into agreements with the federal government and other states where the wages or services of the federal government or other states are considered wages for employment, as long as the trust fund is properly reimbursed.	Statute
124	§ 41-35-310	State	Defines "Extended Benefits Period."	Statute

Legal Standards

125	§ 41-35-320	State	Establishes the parameters in which the state will participate in distributing federally funded extended unemployment security benefits.	Statute
126	§§ 41-35-330 -- 400	State	Defines the following terms pertaining to extended benefits, respectively: 1) state "on" and "off" indicator; 2) rate of insured unemployment; 3) regular benefits; 4) additional benefits; 5) extended benefits; 6) eligibility period; 7) exhaustee; and 8) state law.	Statute
127	§ 41-35-410	State	Establishes that the provisions which apply to regular benefits must apply to claims for and the payment of extended benefits.	Statute
128	§ 41-35-420	State	Establishes the conditions in which an individual may be eligible for extended benefits.	Statute
129	§ 41-35-430	State	Establishes the calculation of the weekly extended benefit amount.	Statute
130	§ 41-35-440	State	Establishes the total extended benefit amount that may be paid to an individual.	Statute
131	§ 41-35-450	State	Establishes that DEW must publically announce the "on" and "off" indicators for extended benefits.	Statute
132	§ 41-35-610	State	Provides that certain procedures for DEW must be made pursuant to promulgated regulations.	Statute
133	§ 41-35-615	State	Provides that all notices to employers must be sent be either US mail or electronic mail, at the employers discretion.	Statute
134	§ 41-35-620	State	Provides that written notice of insured status must be given to claimant.	Statute
135	§ 41-35-630	State	Establishes DEW's process of actions when a claim or claims arise from a labor dispute.	Statute
136	§ 41-35-640	State	Establishes the conditions for reconsideration of determinations.	Statute
137	§ 41-35-650	State	Claimant must be notified of the reasons for denial on findings subsequent to the initial determination	Statute
138	§ 41-35-660	State	Establishes a 10 day time frame to appeal determination decisions.	Statute
139	§ 41-35-670	State	Establishes that if a determination to provide benefits has been appealed, benefits shall be paid until the determination or decision has been modified or reversed.	Statute
140	§ 41-35-680	State	Provides that the appeal tribunal must decide appeals within 30 days from the hearing date.	Statute
141	§ 41-35-690	State	Provides that the appeal procedure established in § 41-29-300 is the exclusive appeal procedure.	Statute
142	§ 41-35-700	State	Establishes the composition of appeal tribunals.	Statute
143	§ 41-35-710	State	Establishes the procedure of Appellate panel review of appeal tribunal decisions.	Statute
144	§ 41-35-720	State	Establishes that DEW must promulgate regulations establishing rules of procedure for the appeals tribunal and appellate panel.	Statute
145	§ 41-35-730	State	Establishes that subpoenaed witnesses for appeal hearings must be allowed fees and mileage.	Statute
146	§ 41-35-740	State	Establishes that appeal decisions become final 10 days after mailing unless appealed and that DEW must be considered a party to the appeal.	Statute
147	§ 41-35-750	State	Establishes procedures for appealing Appeals Tribunal decisions to the Administrative Law Court.	Statute

Legal Standards

148	§ 41-35-760	State	Establishes that all regulations must be published online.	Statute
149	§ 41–37–10	State	Provides that any employing unit which is or becomes an employer subject to Chapters 27 through 41 of this Title within any calendar year shall be subject to such chapters during the whole of such calendar year.	Statute
150	§ 41–37–20	State	This section describes the time lines and requirements involved in voluntary election of coverage by employers for employees who are otherwise exempt from coverage under specific circumstances.	Statute
151	§ 41–37–30	State	This section describes the time lines and requirements involved when covered employers may terminate coverage for employees who are otherwise exempt from coverage under specific circumstances.	Statute
152	§ 41–39–10	State	This section states in summary that an employer and employee cannot enter into an agreement to waive employee’s right to benefits. Neither can an employer deduct the cost of payment of UI taxes from an employee’s wages. It further makes it a crime to do or attempt to do the above actions.	Statute
153	§ 41–39–20	State	This section states that other than for child support, unemployment benefits cannot be garnished to pay debts.	Statute
154	§ 41–39–30	State	This section limits the amount of fees a court or attorney can charge a claimant in pursuing a claim for benefits. The limits are established by DEW.	Statute
155	§ 41–39–40	State	A claimant must be advised that he or she can elect to have taxes withheld from benefits or pay them at a later date.	Statute
156	§ 41–41–10	State	Provides that making false statements to increase a person’s UI benefit amount is a misdemeanor.	Statute
157	§ 41–41–20	State	Provides that if DEW determines a person has made a false statement to increase a person’s UI benefit amount it may hold them retroactively ineligible for all benefits received and disqualify the up to 52 weeks in the future.	Statute
158	§ 41–41–30	State	Provides an employing unit who has made a false statement to prevent or reduce the payment of benefits to a claimant has committed a misdemeanor.	Statute
159	§ 41–41–40	State	Establishes that a claimant who is later determined ineligible for benefits which they have already received is liable to repay those benefits to DEW. This section also provides for methods of collecting these debts, the applicable statutes of limitations on collection actions and under what circumstances such overpayments may be waived by DEW.	Statute
160	§ 41–41–45	State	This section provides when DEW has determined the receipt of benefits was the result of fraud, the claimant will be charged with an additional administrative penalty of 25%. It also explains where such money is to be applied.	Statute
161	§ 41–41–50	State	This section provides both a civil and criminal penalty against a person who willfully fails to comply with the requirements of Chapters 27 through 41 of Title 41.	Statute
162	§ 38-55-530	State	Authority to prosecute under Title 38, Chapter 55 is granted under this provision which states, in relevant part: " 'Authorized agency' means... the Department of Employment and Workforce" S.C. Code Ann. § 38-55-530(A)	Statute

Legal Standards

163	§ 38–55–540	State	Establishes criminal Penalties for making a false statement or misrepresentation, or assisting, abetting, soliciting or conspiring to do so; Restitution to Victims	Statute
164	§ 38-55-550	State	Civil penalties for violations of article; costs; payment; use of revenues; Attorney General to assist Insurance Fraud Division; consent agreements	Statute
165	§ 12-56-10 et. Seq	State	Establishes the Setoff Debt Collection Act. Pursuant to § 41-41-40, DEW utilizes this Act to intercept the State income tax refunds of persons owing debts to DEW such as unemployment overpayments and delinquent unemployment taxes.	Statute
166	§ 12-49-10 et. Seq	State	Pursuant to § 41-31-400(B), DEW may utilize the collection methods used by SCDOR in their collection of unpaid income taxes for the purposes of collecting both unpaid unemployment taxes as well as unpaid unemployment overpayments. *See* § 41-41-40(A)(2) ("[Overpayments] must be collectible in the manner provided in Sections 41-31-380 through 41-31-400 for the collection of past due contributions.")	Statute
167	§ 12-53-10 et. Seq	State	Pursuant to § 41-31-400(B), DEW may utilize the collection methods used by SCDOR in their collection of unpaid income taxes for the purposes of collecting both unpaid unemployment taxes as well as unpaid unemployment overpayments. *See* § 41-41-40(A)(2) ("[Overpayments] must be collectible in the manner provided in Sections 41-31-380 through 41-31-400 for the collection of past due contributions.")	Statute
168	§ 12-54-10 et. Seq	State	Pursuant to § 41-31-400(B), DEW may utilize the collection methods used by SCDOR in their collection of unpaid income taxes for the purposes of collecting both unpaid unemployment taxes as well as unpaid unemployment overpayments. *See* § 41-41-40(A)(2) ("[Overpayments] must be collectible in the manner provided in Sections 41-31-380 through 41-31-400 for the collection of past due contributions.")	Statute
169	Proviso § 23.6	State	Provides that the methodology for allocating funds provided to the State Board for Technical and Comprehensive Education for E&G STEM programs must be created by the State Board in consultation with the Dept. of Commerce and DEW.	Statute
170	Proviso § 83.1	State	Provides that user fees collected by the South Carolina Occupational Information Coordinating Committee (SCOICC) through DEW may be retained by SCOICC	Statute
171	Proviso § 83.2	State	Provides that all earmarked funds retained by DEW's LMI -Training-Development Sessions, Media Services and Program Contracts may be retained by DEW for operating those programs.	Statute
172	Proviso § 83.3	State	Provides that DEW may pay prior year obligations with current year funds.	Statute
173	Proviso § 83.5	State	Provides that DEW must publish a report on its website of all taxes, fees and payments charged and collected in the prior fiscal year.	Statute
174	Proviso § 83.6	State	Provides for certain uses and conditions for usage of contingency assessment funds.	Statute
175	Proviso § 83.7	State	Provides that DEW must attempt to negotiate a waiver of interest on the state's FUTA loan debt.	Statute
176	Proviso §117.95	State	Provides for DEW to report how funds were expended in the prior fiscal year to provide marketable work skills training and to report any restructuring or realignment of DEW functions.	Statute

Legal Standards

177	S.C. Regs. Ann. §§47-1 - 47-3	State	Regulations that provide general provisions, including how the cash value of certain remunerations is determination; authorization for the Department to designation employees to administer oaths and affirmations and issue subpoenas; and definitions	Statute
178	S.C. Regs. Ann. §47-4	State	Explains how the Department assigns the classification of the legal entity for an employer.	Statute
179	S.C. Regs. Ann. §47-5	State	Explains that missing contribution and wage reports on the rate computation date are delinquent for the purpose of experience tax rate calculation and tax rate assignment.	Statute
180	S.C. Regs. Ann. §47-6	State	Explains how the benefit ratio is determined for zero taxable wages	Statute
181	S.C. Regs. Ann. §47-7	State	Requires all contributory employers to pay an interest surcharge.	Statute
182	S.C. Regs. Ann. §47-8	State	Provides information regarding how the Department determines an Employer-Employee relationship, including the common law test.	Statute
183	S.C. Regs. Ann. §§47-11 - 47-13	State	Provides employers shall display informational posters and coverage information, including where a worker reports in the event of becoming unemployed.	Statute
184	S.C. Regs. Ann. §47-14	State	Requires employers to preserve for five years records regarding the number of workers in employment and their information. Employers must all keep their payroll records.	Statute
185	S.C. Regs. Ann. §47-15	State	Requires employers to make reports, as instructed by the Department, including reports covering the wages of individuals in their employment.	Statute
186	S.C. Regs. Ann. §47-16	State	Explains that contributions are to be paid quarterly and what happens when employers are delinquent. All collections remedies set forth in Chapter 12, Chapter 54 can be used to enforce payment of the amount due when there is a lien in favor of the Department.	Statute
187	S.C. Regs. Ann. §47-17	State	Provides for the information that an employer must provide to the Department when there is a change in ownership. It includes information for the employer acquiring the business, including how the experience rating from the former business transfers to the new business.	Statute
188	S.C. Regs. Ann. §47-18	State	Requires employers to collect the Social Security Account Number for each worker employed and includes the duty to provide application forms for workers that do not have a Federal Social Security Account Number.	Statute
189	S.C. Regs. Ann. §47-19	State	Provides information regarding separation notices, including the Request to Employer for Separation Information and the handling of mass separations.	Statute
190	S.C. Regs. Ann. §47-20	State	Describes "non-job-attached unemployment" and "job-attached unemployment."	Statute
191	S.C. Regs. Ann. §47-21	State	Provides information for filing claims for benefits and registration for work for both non-job-attached unemployment claims, including individual and mass claims, and job-attached claims. The regulation includes the process for employer filing when there is a labor dispute.	Statute
192	S.C. Regs. Ann. §47-22	State	Provides that benefits shall be paid by the Department from the Benefit Payment Account.	Statute

Legal Standards

193	S.C. Regs. Ann. §47-23	State	Provides for what constitutes an offer of work (written or oral), which may result in disqualification for refusing to accept available work. This regulation includes as a failure to accept a suitable offer or work, a claimant who tests positive for drugs after being given a drug test as a condition of employment by a prospective employer	Statute
194	S.C. Regs. Ann. §47-24	State	Defines week for non-job attached unemployment and job attached unemployment	Statute
195	S.C. Regs. Ann. §47-25	State	Explains the terms wages payable in a quarter.	Statute
196	S.C. Regs. Ann. §47-26	State	Provides for payment of benefits to a deceased claimant when the claimant has filed a valid claim and dies prior to receiving the benefits.	Statute
197	S.C. Regs. Ann. §47-27	State	Provides employers are automatically notified when benefit payments are charged against the employer's account.	Statute
198	S.C. Regs. Ann. §47-28	State	Explains the benefit year for military service and that benefits for ex-service members are assigned based on the Title XV of the Social Security Act.	Statute
199	S.C. Regs. Ann. §47-29	State	Provides for the payment of benefits to Interstate Claimants and the combination of wage credits. It includes the determination of claims and the appellate procedure.	Statute
200	S.C. Regs. Ann. §§47-30 - 47-31	State	Explains that the terms shall be construed in the sense they were defined. The term "public employment office" means a free public employment office operated by the state or the U.S. Employment Service.	Statute
201	S.C. Regs. Ann. §47-32	State	Provides the time for filing of continued claims for non-job attached unemployment.	Statute
202	S.C. Regs. Ann. §47-33	State	Provides how the Department handles employer elections to cover multi-state workers. The regulation include applicable definitions and the submission and approval of coverage election under interstate reciprocal coverage agreements.	Statute
203	S.C. Regs. Ann. §47-34	State	Provides for the Notice of benefit determinations	Statute
204	S.C. Regs. Ann. §47-35	State	Provides for what benefits are payable under Title XV of the Social Security Act, including benefits to Federal employees and ex-service members.	Statute
205	S.C. Regs. Ann. §47-36	State	Provides for the process of a review of rulings with respect to status, liability, and rate contributions of employers	Statute
206	S.C. Regs. Ann. §§47-39 - 47-40	State	Provides for a joint account between two or more employers and the establishment of joint account for parent employer and one or more subsidiary legal entity rendering no employment.	Statute
207	S.C. Regs. Ann. §47-41	State	Provides the bonding requirements for certain nonprofit organization that become liable for benefits in lieu of contributions and do no own real property in S.C. valued in excess of two million dollars.	Statute
208	S.C. Regs. Ann. §47-42	State	Provides for child support intercept of unemployment benefits.	Statute
209	S.C. Regs. Ann. §47-43	State	Provides for the exclusion of claims for extended benefits in determining the rate of insured unemployment.	Statute

Legal Standards

210	S.C. Regs. Ann. §§47-44 - 47-45	State	Provides for limitations on Trade Readjustment Allowances and the prohibition against the disqualification from Trade Readjustment Allowances when enrolled for approved training.	Statute
211	S.C. Regs. Ann. §47-48	State	Provides for what the suitable work requirements are for extended benefits.	Statute
212	S.C. Regs. Ann. §47-49	State	Provides for the reduction of unemployment benefits by pension benefits on a pro-rata basis.	Statute
213	S.C. Regs. Ann. §47-51	State	Explains the process for appeals to the Department's Appeal Tribunal, including the presentation of appeals, hearing of appeals are de novo in nature and conducting informally and in conformity with the South Carolina Administrative Procedures Act.	Statute
214	S.C. Regs. Ann. §47-52	State	Explains the process of appeals to the Department's Appellate Panel, including the presentation of application for leave to appeal to the Appellate Panel; Hearing of Appeals, and the Appellate Panel on its own motion may remove any decision from the Appeal Tribunal to its own jurisdiction for review.	Statute
215	S.C. Regs. Ann. §47-53	State	Provides for subpoenas to compel witnesses and the production of records for an appeal	Statute
216	S.C. Regs. Ann. §47-54	State	Provides for orders to supply information from the Department's record to claimant	Statute
217	S.C. Regs. Ann. §47-55	State	Provides for representation before the Appeal Tribunal and the Appellate Panel. An individual may represent himself or herself. A partnership may be represented by any of its partners. A corporation may only be represented by an attorney.	Statute
218	S.C. Regs. Ann. §47-56	State	Provides for the inspection of the Appeal Tribunal's and the Appellate Panel's decisions. Copies are open to the public, but such copies shall not reveal the identity of the parties.	Statute
219	S.C. Regs. Ann. §47-57	State	Any party that has exhausted his or her remedies before the Department may file a petition to the court designed for a review of the Appellate Panel's decision. A party filing a petition for review shall serve a copy on the Department's legal department.	Statute
220	S.C. Regs. Ann. §47-100	State	Explains what constitutes "cause other than misconduct" as referred to in S.C. Code Ann. §41-35-120(2)(b).	Statute
221	S.C. Regs. Ann. §47-101	State	Explains what the Department considers "substandard performance due to inefficient, inability, or incapacity" as referred to in S.C. Code Ann. §41-35-120(2).	Statute
222	S.C. Regs. Ann. §47-103	State	Provides for the process when the Department may waive a non-fraudulent or no-fault overpayment.	Statute
223	S.C. Regs. Ann. §47-500	State	Unemployment Trust Fund	Statute
224	S.C. Regs. Ann. §47-501	State	Unemployment Trust Fund	Statute
225	26 U.S.C.A. §3301	Federal	Establishes, under the Federal Unemployment Tax Act (FUTA), employer's tax rate is set at 6.0% of total wages paid by the employer during the calendar year.	Statute
226	26 U.S.C.A. §3302	Federal	Establishes tax credits for employers' contributions to state unemployment taxes.	Statute

Legal Standards

227	26 U.S.C.A. §3303	Federal	Establishes the Secretary of Labor's certification to the Secretary of Treasury with respect to additional credit allowance. The statute includes definitions used in FUTA. The statute also establishes the prohibition on noncharging an employer's account due to employer fault for failing to respond timely or adequately to a request by the state agency for information related to a claim and the employer has established a pattern of failing to respond to such requests.	Statute
228	26 U.S.C.A. §3304	Federal	Establishes the requirements for the Secretary of Labor to approve a State's laws. Requirements include compensation withdrawn from the unemployment fund must be used for the payment of unemployment compensation, with limited exceptions.	Statute
229	26 U.S.C.A. §3305	Federal	Establishes the applicability of state laws to entities including but not limited to national banks and federal property	Statute
230	26 U.S.C.A. §3306	Federal	Definitions for FUTA	Statute
231	26 U.S.C.A. §3307	Federal	Permits deductions as constructive payments to employees under FUTA, an act of Congress, or a state law.	Statute
232	26 U.S.C.A. §3308	Federal	Establishes that other tax exemptions, shall not be exempt from the FUTA tax unless the law specifically exempts FUTA.	Statute
233	26 U.S.C.A. §3309	Federal	Establishes state law requirements for nonprofit organizations and governmental entities.	Statute
234	26 U.S.C.A. §3310	Federal	Establishes judicial review in the event the Secretary of Labor makes a finding that requires the Secretary to withhold certification from a State. Filings are made in the U.S. Court of Appeals for the circuit in which State is located. Statute also establishes the stay of Secretary of Labor's actions.	Statute
235	26 U.S.C.A. §3311	Federal	The chapter may be cited as the "Federal Unemployment Tax Act."	Statute
236	5 U.S.C.A. §§8501 - 8509	Federal	Establishes unemployment compensation for Federal employees, including the assignment of service and wages to the state of last official station before filing, payments to state, and dissemination of information to the State.	Statute
237	5 U.S.C.A. §§8521- 8525	Federal	Establishes unemployment compensation for former service members	Statute
238	42 U.S.C.A. §501	Federal	The Social Security Act establishes how unemployment funds may be used.	Statute
239	42 U.S.C.A. §502	Federal	Establishes the payment of administration funds to the State	Statute
240	42 U.S.C.A. §503	Federal	The Secretary of Labor cannot make a certification for payment of funds to any State unless the Secretary finds the State's laws approved by the Secretary under FUTA include specific provisions including: the methods of administration to insure full payment of unemployment compensation when due; payment of unemployment compensation solely through the public employment office or other approved agency; opportunity for a fair hearing for individuals whose claims are denied; and other requirements	Statute

Legal Standards

241	42 U.S.C.A. § 504	Federal	Provides for the opportunity for judicial review in the United States Court of Appeals in the event the Secretary of Labor finds the State law does include a provision as specified in 42 U.S.C.A. 503. There is further appeal available to the Supreme Court. There is an opportunity for a stay of the Secretary's actions.	Statute
242	42 U.S.C.A. §505	Federal	Permits the Secretary to enter into an agreement with a state for demonstration projects to test reemployment.	Statute
243	42 U.S.C.A. §§1101 - 1103	Federal	Establishes the Employment Security Administration Account, transfers between the Federal Unemployment Account and the State's Employment Security Administration Account, and the transfer of any excess at the end of the fiscal year to the State's Unemployment Trust Fund.	Statute
244	42. U.S.C.A. §1104	Federal	Establishes the State's Federal Unemployment Trust Fund	Statute
245	42 U.S.C.A. §1105	Federal	Establishes the Extended Unemployment Compensation Fund.	Statute
246	42 U.S.C.A. §§1106 - 1108	Federal	Establishes programs for unemployment research, personnel training, and an Advisory Council on Unemployment Compensation	Statute
247	42 U.S.C.A. §1109	Federal	Establishes the Federal Employees Compensation Account.	Statute
248	42 U.S.C.A. §1110	Federal	Permits the Secretary of Treasury to transfer funds from a Federal account that is determined to be exceed the amount needed for its anticipated payments to a Federal account, which is insufficient to meet its anticipated payments.	Statute
249	42 U.S.C.A. §1111	Federal	Establishes data exchange and reporting standardization	Statute
250	42 U.S.C.A. §1321	Federal	Allows for advances to be made to State Unemployment Trust Fund	Statute
251	42 U.S.C.A. §1322	Federal	Allows the Governor to request funds be transferred to make repayments of advances. This section includes how interest on loans are established and what is required to avoid interest during a calendar year.	Statute
252	42 U.S.C.A. §1323	Federal	Authorizes repayable advances to the Federal Unemployment Account.	Statute
253	29 U.S.C.A. §49 et. seq	Federal	The national system of public employment office, the U.S. Employment Service will be established and maintained within the U.S. Department of Labor. Referred to as the Wagner-Peyser Act.	Statute
254	29 U.S.C.A. §§49a-b	Federal	Definitions used within the Federal Employment Service chapter of Title 29, Labor and lists the duties of the Secretary of Labor.	Statute
255	29 U.S.C.A. §§49c- d	Federal	The Governor shall designate or authorize a State agency to be vested with power to cooperate with the Secretary of Labor under Federal Employment Service. The Secretary of Labor is authorized to transfer to State property by the US Employment Service. The Secretary shall certify to the Secretary of the Treasury for payments to states in compliance with Federal Employment Service.	Statute
256	29 U.S.C.A. §§49-e-f	Federal	Provides for the allotment of funds for the disposition of funds for employment services	Statute
257	29 U.S.C.A. 49g	Federal	States wanting to receive assistance under Federal Employment Service must submit a State plan, which must include information on workforce investment activities and one-stop delivery system	Statute

Legal Standards

258	29 U.S.C.A. 49h-i	Federal	Establishes auditing, fiscal controls, accounting procedures to assure proper disbursal of funds, recordkeeping, and accountability.	Statute
259	29 U.S.C.A. §49j	Federal	Authorizes the Secretary of Labor to provide for the giving of notice of strikes or lockouts to applicants before they are referred to employment.	Statute
260	29 U.S.C.A. §§49l -l2	Federal	Authorizes the Secretary of Labor to establish performance standards for Federal Employment Service; prohibits the use of funds under Federal Employment Service to be used to pay for advertising; Authorizes Secretary of Labor to provide funds to operate statistical programs for the development of estimates of the gross national product and other statistics related to employment and oversee the development and maintenance of nationwide employment statistics.	Statute
261	29 U.S.C.A. §2801	Federal	Definitions for the Workforce Investment Act. (The Workforce Innovation and Opportunity Act goes into effect on July 1, 2015.)	Statute
262	29 U.S.C.A. §2811	Federal	Establishes the purpose of the Statewide and Local Workforce Investment	Statute
263	29 U.S.C.A. § 2821	Federal	Requires the Governor to establish a State Workforce Investment Board and establishes the criteria for membership, and the functions of the Board.	Statute
264	29 U.S.C.A. 2822	Federal	Establishes what a State Plan, as required by the Wagner-Peyser Act to receive funds, must include. State plans must include provisions for the description of the State board, the requirements for the statewide workforce investment system, a State performance accountability System, information describing the states needs regarding employment opportunity, the job skills necessary, the skills and economic development needs of the state, etc. The State plan must also include the procedures to assure coordination and avoid duplication of workforce investment activities, programs authorized under Wagner-Peyser and other laws.	Statute
265	29 U.S.C.A. §§2831-2833	Federal	Establishes the designation of Local Workforce Areas, the establishment and membership criteria for the Local Workforce Investment Boards, and requirements for the Local Plan.	Statute
266	29 U.S.C.A. §2841	Federal	Establishes the one-stop delivery system, including required partners and permissible additional partners, requires the local board to enter into a memorandum of understanding for the operation of the one-stop delivery system, including the costs. It provides for the designation and certification of one-stop operators.	Statute
267	29 U.S.C.A. §§2842 -2843	Federal	Establishes the eligible requirements for eligible training providers and providers of youth activities.	Statute
268	29 U.S.C.A. §§2851-2854	Federal	Establishes the authorization and funding methods and uses for youth activities.	Statute
269	29 U.S.C.A. §§2861 -2864	Federal	Establishes the authorization, funding, and use of funds for employment and training activities, specifically adult and dislocated workers.	Statute
270	29 U.S.C.A. §2871	Federal	Establishes a performance accountability system to assess the State and local areas.	Statute
271	29 U.S.C.A. §2872	Federal	Authorizes the appropriations for youth activities, adult employment and training activities, and dislocated worker employment and training activities.	Statute

Legal Standards

272	29 U.S.C.A. §§2881-2901	Federal	Establishes the Job Corps program to assist eligible youth who need an intensive program, and includes the eligibility for job corps (e.g. not less than 16 years old, not more than age 21 on the date of enrollment, etc.), recruitment, enrollment, program activities, counseling and job placement, standards of conduct, establishes industry councils and advisory committees, and authorizes appropriations.	Statute
273	29 U.S.C.A. §2911	Federal	Establishes Native American programs.	Statute
274	29 U.S.C.A. §2912	Federal	Establishes Migrant and Seasonal farmworker programs.	Statute
275	29 U.S.C.A. §2913	Federal	Establishes Veterans' workforce investment programs.	Statute
276	29 U.S.C.A. §2914	Federal	Establishes youth opportunity grants	Statute
277	29 U.S.C.A. §2915	Federal	The Secretary of Labor shall provide technical assistance to the States and local areas.	Statute
278	29 U.S.C.A. §2916	Federal	Establishes the Secretary shall every two years publish a plan that describes demonstration and pilot, multiservice, research, and multistate project priorities of the U.S. Department of Labor, concerning employment and training.	Statute
279	29 U.S.C.A. §2916a	Federal	The Secretary of Labor shall use funds to award grants for job training and related activities for workers to assist them in obtaining or upgrading employment in industries and economic sectors that are expected to have high growth.	Statute
280	29 U.S.C.A. §2917	Federal	Establishes the continuing evaluation of the programs under 29 U.S.C.A. § 2916.	Statute
281	29 U.S.C.A. §2918	Federal	Authorizes the Secretary of Labor to award national emergency grants to provide employment and training assistance to workers affected by major economic dislocations, major disasters, or to local boards to carry out assistance. Establishes the eligibility criteria for these grants.	Statute
282	29 U.S.C.A. §§ 2918a -b	Federal	Establishes the YouthBuild program, which enables disadvantaged youth to obtain education and employment skills, meaningful work opportunities, and foster the development of leadership skills. Establishes the program requirements for eligible participants.	Statute
283	29 U.S.C.A. § 2919	Federal	Authorizes appropriations for Native America, migrant and seasonal farmworkers, and veterans' workforce investment programs an includes authorization for technical assistance, demonstration and pilot projects, evaluations, and incentive grants.	Statute
284	29 U.S.C.A. § 2920	Federal	Authorizes the use of funds to provide for grants for education assistance and training. Describes the disbursements to states and the allocation of funds.	Statute
285	29 U.S.C.A. §§2931 - 2945	Federal	Establishes the administration of the Workforce Investment Systems. Includes authorization for the Secretary of Labor to monitor, the establishment of fiscal controls, requirements for reports and recordkeeping, judicial review if the Secretary declines an award, the transfer of Federal equity in State employment security real property to the State, and other general program requirements.	Statute
286	29 U.S.C.A. §§3101 - 3102	Federal	Establishes the purpose and the definitions for the Workforce Innovation and Opportunity Act (WIOA) goes into effect on July 1, 2015 and replaces the Workforce Investment Act of 1998.	Statute

Legal Standards

287	29 U.S.C.A. §§ 3111-3113	Federal	Establishes the State Workforce Development Board, the requirements for a unified State plan, and authority to submit a combined State plan for core programs.	Statute
288	29 U.S.C.A. §§3121-3123	Federal	Establishes Local Workforce Development Areas, the requirements for the Local Workforce Development Boards, and the requirements for the Local Plan.	Statute
289	29 U.S.C.A. §3131	Federal	Establishes the funding of State and Local Boards	Statute
290	29 U.S.C.A. §3141	Federal	Establishes the performance accountability system that applies to core programs. It lists the requirements for accountability measures, the indicators of performance, levels of performance for each primary indicator, and provisions for the State and the Secretary of Labor to reach an agreement in conjunction with the Secretary of Education for each indicator. It provides for revisions based on economic conditions and individuals served. It includes the evaluation of State programs, which shall be conducted by the State, local boards, and State agencies. The section establishes the sanctions for the State if it fails to meet the State performance accountability measures.	Statute
291	29 U.S.C.A. §3151	Federal	Establishes the one-stop delivery system, including required partners and allows for additional partners. Requires the local board to enter into a memorandum of understanding with the one-stop partners regarding the operation of the one-stop delivery system in the area. MOUs must include how the costs of the services and operating costs of the system will be funded.	Statute
292	29 U.S.C.A. §3152	Federal	Establishes the eligibility criteria for eligible training providers. In establishing the criteria, the Governor shall take into account the performance of providers, the need to ensure access to training, information reported to State agencies with respect to program involving training services, the degree to which training programs relate to in-demand industry sectors, State licensing requirements for training services, ways to encourage providers to use industry recognized certifications, the ability to provide programs that lead to postsecondary credentials, the ability to provide training services to individuals with barriers to employment, and other factors the Governor deems appropriate to ensure accountability , what is needed to meet the needs of local employers and participants, and the collection of information required to demonstrate compliance.	Statute
293	29 U.S.C.A. §3153	Federal	Establishes the eligible providers for youth workforce investment activities.	Statute
294	29 U.S.C.A. §§ 3161 - 3164	Federal	Establishes the authority to allot funds for Youth Workforce Investment Activities, including the use of funds, which establishes youth participant eligibility and required statewide youth activities. It is established that out-of-school youth have a priority and not less than 75 percent of the funds shall be used to provide youth workforce investment activity for out-of-school youth.	Statute
295	29 U.S.C.A. §§3171-3174	Federal	Establishes the authority to allot funds for Adult and Dislocated Worker Employment and Training Activities, including the allotment among the States, and the use of funds. The use of funds establishes the required statewide employment and training activities, including statewide rapid response, the use of funds for carrying out the activities described in the State plan.	Statute

Legal Standards

296	29 U.S.C.A. §3181	Federal	Authorizes the appropriations for youth activities, adult employment and training activities, and dislocated worker employment and training activities.	Statute
297	29 U.S.C.A. §§ 3191-3212	Federal	Establishes the Job Corps program to assist eligible youth who need an intensive program, and includes the eligibility for job corps (e.g. not less than 16 years old, not more than age 21 on the date of enrollment, etc.), recruitment, enrollment, program activities, counseling and job placement, standards of conduct, establishes workforce councils and advisory committees, allows the Secretary of Labor to carry out experimental, research and demonstration projects related to Job Corps and provide technical assistance, and authorizes appropriations. It provides for oversight and reporting.	Statute
298	29 U.S.C.A. §3221	Federal	Establishes Native American programs	Statute
299	29 U.S.C.A. §3222	Federal	Establishes Migrant and Seasonal farmworker programs.	Statute
300	29 U.S.C.A. §3233	Federal	Establishes the Secretary of Labor shall ensure the Department has the capacity to provide and provides technical assistance, appropriate training, staff development, etc.	Statute
301	29 U.S.C.A. §3224	Federal	Requires evaluations of the programs under WIOA.	Statute
302	29 U.S.C.A. §3225	Federal	Establishes national dislocated worker grants to provide assistance for disaster relief employment. Establishes eligibility and requirements. Provides additional assistance in areas where there is a higher than average demand for employment and training activities for dislocated members of the armed services.	Statute
303	29 U.S.C.A. §3226	Federal	Establishes the YouthBuild program, which enables disadvantaged youth to obtain education and employment skills, meaningful work opportunities, and foster the development of leadership skills. Establishes the program requirements for eligible participants, what are eligible activities, the authorization of appropriations.	Statute
304	29 U.S.C.A. § 3227	Federal	Authorizes appropriations for Native America and migrant and seasonal farmworkers, includes authorization for technical assistance, demonstration and pilot projects, evaluations, and incentive grants. Also establishes the carryover of unobligated funds to remain available for assistance for veterans and eligible workers.	Statute
305	29 U.S.C.A. §§3241 - 3255	Federal	Establishes the administration of the Workforce Investment Systems. Includes authorization for the Secretary of Labor to monitor, the establishment of fiscal controls, requirements for reports and recordkeeping, judicial review if the Secretary declines an award, the transfer of Federal equity in State employment security real property to the State, and other general program requirements.	Statute
306	29 U.S.C.A. §§3271-3333	Federal	Subchapter in WIOA regarding Adult Education and Literacy. Includes: Authorizes funds to be used for carrying out corrections education and education of other institutionalized individualized, which can include academic programs for career pathways and the Secretary shall establish and carry out a program of national leadership activities, which may include collecting data regarding the improvement of local and State data systems.	Statute
307	29 U.S.C.A. §§3341-3361	Federal	Establishes the general provisions of WIOA and references to prior legislation.	Statute

Legal Standards

308	19 U.S.C.A. §§ 2101, et. al	Federal	The Trade Act of 1974, which is the law under Title 19, Customs Duties, Chapter 12. The Trade Act includes adjustment assistance for workers, including benefit allowance, training, and other employment services where injury is caused by import competition.	Statute
309	20 C.F.R. Part 601	Federal	Regulations regarding the Administrative Procedures of the U.S. Department of Labor, Employment and Training Administration.	Statute
310	20 C.F.R. Part 602	Federal	Regulations regarding the quality control in the Federal-State Unemployment Insurance system.	Statute
311	20 C.F.R. Part 603	Federal	Regulations regarding the Federal-State Unemployment Compensation (UC) Program: Confidentiality and Disclosure of State UC Information	Statute
312	20 C.F.R. §603.4	Federal	Provides for the confidentiality requirement of Federal UC law.	Statute
313	20 C.F.R. §603.5	Federal	Provides for the exceptions to the confidentiality requirement, including what constitutes informed consent of an individual's or an employer's information.	Statute
314	20. C.F.R. §603.9	Federal	Provides for the safeguards and security requirements that apply to information permitted to be disclosed.	Statute
315	20 C.F.R. §603.10	Federal	Provides for the requirements of an agreements permitting disclosure.	Statute
316	20 C.F.R. Part 604	Federal	Regulations for Eligibility for Unemployment Compensation	Statute
317	20 C.F.R. Part 606	Federal	Regulations regarding Tax Credits under FUTA; Advances Under Title XII of the Social Security Act.	Statute
318	20 C.F.R. Part 609	Federal	Regulations Unemployment Compensation for Federal Civilian Employees	Statute
319	20 C.F.R. Part 614	Federal	Regulations regarding Unemployment Compensation for Ex-Service Members	Statute
320	20 C.F.R. Part 615	Federal	Regulations regarding Extended Benefits in the Federal-State Unemployment Compensation Program	Statute
321	20 C.F.R. Part 616	Federal	Regulations regarding Interstate Arrangement for Combining Employment and Wages	Statute
322	20 C.F.R. Part 617	Federal	Regulations regarding the Trade Adjustment Assistance Workers under the Trade Act of 1974	Statute
323	20 C.F.R. Part 618	Federal	Regulations regarding the Trade Adjustment Assistance Workers under the Trade Act of 1974, as amended	Statute
324	20 C.F.R. Part 619	Federal	Regulations regarding the Unemployment Compensation Data Exchange Standardization for Improved Interoperability	Statute
325	20 C.F.R. Part 625	Federal	Regulations regarding Disaster Unemployment Assistance	Statute
326	20 C.F.R. Part 639	Federal	Regulations regarding Worker Adjustment and Retraining Notification	Statute
327	20 C.F.R. Part 640	Federal	Regulations regarding Standard for Benefit Payment Promptness- Unemployment Compensation	Statute
328	20 C.F.R. Part 641	Federal	Regulations regarding Provisions Governing the Senior Community Service Employment Program	Statute
329	20 C.F.R. Part 645	Federal	Regulations regarding Provisions Governing Welfare-to-Work Grants	Statute
330	20 C.F.R. Part 650	Federal	Regulations regarding the Standard for Appeals Promptness- Unemployment Compensation	Statute

Legal Standards

331	20 C.F.R. Part 651	Federal	Regulations regarding the General Provisions Governing the Federal-State Employment Service System	Statute
332	20 C.F.R. Part 652	Federal	Regulations regarding the Establishment and Functioning of State Employment Services	Statute
333	20 C.F.R. Part 653	Federal	Regulations regarding the Services of the Employment Service System	Statute
334	20 C.F.R. Part 654	Federal	Regulations regarding the Special Responsibilities of the Employment Service System	Statute
335	20 C.F.R. Part 655	Federal	Regulations regarding the Temporary Employment of Foreign Workers in the United States	Statute
336	20 C.F.R. Part 656	Federal	Regulations regarding the Labor Certification Process for Permanent Employment of Aliens in the United States	Statute
337	20 C.F.R. part 658	Federal	Regulations regarding the Administrative Provisions Governing the Job Service System	Statute
338	20 C.F.R. Part 660	Federal	Regulations regarding the Introduction to the Regulations for Workforce Investment Systems under Title I of the Workforce Investment Act	Statute
339	20 C.F.R. Part 661	Federal	Regulations regarding Statewide and Local Governance of the Workforce Investment System under Title I of the Workforce Investment Act	Statute
340	20 C.F.R. Part 662	Federal	Regulations regarding the Description of the One-Stop System Under Title I of the Workforce Investment Act	Statute
341	20 C.F.R. Part 663	Federal	Regulations regarding Adult and Dislocated Worker Activities under Title I of the Workforce Investment Act	Statute
342	20 C.F.R. Part 664	Federal	Regulations regarding Youth Activities under Title of the Workforce Investment Act	Statute
343	20 C.F.R. Part 665	Federal	Regulations regarding Statewide Workforce Investment Activities under Title I of the Workforce Investment Act	Statute
344	20 C.F.R. Part 666	Federal	Regulations regarding Performance Accountability under Title I of the Workforce Investment Act	Statute
345	20 C.F.R. Part 667	Federal	Regulations regarding the Administrative Provisions under Title I of the Workforce Investment Act	Statute
346	20 C.F.R. Part 668	Federal	Regulations regarding the Indian and Native American Programs under Title I of the Workforce Investment Act	Statute
347	20 C.F.R. Part 669	Federal	Regulations regarding the National Farmworker Jobs Program under Title I of the Workforce Investment Act	Statute
348	20 C.F.R. Part 670	Federal	Regulations regarding the Job Corps under Title I of the Workforce Investment Act	Statute
349	20 C.F.R. Part 671	Federal	Regulations regarding National Emergency Grants for Dislocated Workers	Statute
350	20 C.F.R. Part 672	Federal	Regulations regarding Provisions Governing the YouthBuild Program	Statute

Mission, Vision and Goals

This is the second chart because the agency's mission and vision should have a basis in the legal standards, which the agency provided in the previous chart. After the agency knows the laws it must satisfy, along with its mission and vision, it can then set goals to satisfy those laws and achieve that vision (and the strategy and objectives to accomplish each goal - see next chart). To ensure accountability, one person below the head of the agency should be responsible for each goal. The same person is not required to be responsible for all of the goals.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	12-Jan-16
Fiscal Year for which information below pertains	2015-16

Instructions : Provide the agency's mission, vision and laws (i.e. state and/or federal statutes) which serve as the basis for the agency's mission and vision.

Mission	To promote and support an effective, customer-driven workforce system that facilitates financial stability
Legal Basis for agency's mission	(41-27-20 deals with unemployment) (41-29-120 deals with employment stabilization & Bureau of Labor Statistics requirements) (41-29-230 deals with state/federal cooperation and references SSA, FUTA, WP, EUC)
Vision	South Carolinians will view the South Carolina Department of Employment and Workforce as an efficient,
Legal Basis for agency's vision	(41-27-20 deals with unemployment) (41-29-120 deals with employment stabilization & Bureau of Labor Statistics requirements) (41-29-230 deals with state/federal cooperation and references SSA, FUTA, WP, EUC)

Instructions :
1) Under the "Legal Responsibilities Satisfied" column, enter the legal responsibilities (i.e. state and/or federal statutes and provisos) the goal is satisfying. All of the laws mentioned in the previous chart (i.e. Legal Standards Chart) should be included next to one of the agency's goals. When listing the Legal Responsibilities Satisfied, the agency can group the standards together when applicable (i.e. SC Code 63-19-320 thru 63-19-450). Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute.
2) Under the "Goals and Description" column, enter the number and description of the goal which will help the agency achieve its vision (i.e. Goal 1 - Increase the number of job opportunities available to juveniles to 20 per juvenile within the next 2 years). The agency should have 3-4 high level goals.
3) Under the "Describe how the Goal is SMART" column, enter the information which shows the goal is Specific, Measurable, Attainable, Relevant and Time-bound.
4) Under the "Public Benefit/Intended Outcome" column, enter the intended outcome of accomplishing the goal.
5) Under the "Responsible Person" columns, provide information about the individual who has primary responsibility/accountability for each goal. The Responsible Person has different teams of employees beneath him/her to help accomplish the goal. The Responsible Person is the person who, in conjunction with his/her team(s) and approval from higher level superiors, determines the strategy and objectives to accomplish the goal. In addition, this is the person who monitors the progress and makes any changes needed to the strategies and objectives to ensure the goal is accomplished. Under the "Position" column, enter the Responsible Person's position/title at the agency.

Legal Responsibilities Satisfied	Goals & Description	Describe how the Goal is S.M.A.R.T.	Public Benefit/Intended Outcome	Responsible Person Name:	Number of months person has been responsible for the goal or objective:	Position:
(i.e. state and federal statutes or provisos the goal is satisfying)	(i.e. Goal 1 - insert description)	Specific Measurable Attainable Relevant Time-bound	(Ex. Output = rumble strips are installed on the sides of a road; Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome			
State and federal	Goal 1 - Information Security	Ensure that all information systems, platforms, and polices adhere to security best practices in 2016.	The persoanlly idenitifable information that the agency works with for both South Carolinians and employees is protected.	Division of Organizational Integrity and Division of Information and Business Solutions	Inception of goal to date	* Please see below
State and federal	Goal 2 - Improvements to business processes	Improve processes by increasing utilization of existing resources and improve the efficency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	State and federal resources will be used to directly impact South Carolinians	All DEW Employees	Inception of goal to date	Agencywide
State and federal	Goal 3 - Perform deliberate strategies for exceptional customer service delivery	Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partenres in 2016.	State and federal resources will be used to directly impact South Carolinians	All DEW Employees	Inception of goal to date	Agencywide

Mission, Vision and Goals

n/a	Goal 4 - Develop a strategic vision for customer service	Improve customer experiences by increasing efficency in service delivery and the manner in which relevant information is received by the public in 2016.	South Carolinians will have more trust in the agency, its services, and the state.	DEW Senior Leadership	Inception of goal to date	** Please see below
n/a	Goal 5 - Develop employee-manager training	Increase employee engagement through relevant and effecrive employee and manager training in 2016.	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Division Human Resources and Division of Administration, Support, and Operations	Inception of goal to date	*** Please see below

* Division of Organizational Integrity and Division of Information and Business Solutions	** DEW Senior Leadership	*** Division Human Resources and Division of Administration, Support, and Operations
DIVISION OF ORGANIZATIONAL INTEGRITY Assistant Executive Director, Bill Beckham Administrative Assistant, Patricia Flanagan Director of Audit Services, Keri Dowd-Pugh Internal Auditor, Alfreda Dozier WIA Audit Manager, Jake Sherbert WIA Auditor, Cameron Briggs WIA Auditor, Greta Long WIA EO Coordinator, Tudy Newsom MSFW Monitor, Ivan Segura BAM Manager, Eddie Porter EO Manager, Stephani Hamberg Chief Information Security Officer, Alex Jackson DIVISION OF INFORMATION AND BUSINESS SOLUTIONS Assistant Executive Director, Neil Adcox Deputy Chief Information Officer, Ian O'Briant Director of Application Development & Consulting, David Kyre Director of Business Solutions, Gloria Caballero Director of Support and Operations, Miguel Vega Administrative Assistant, Shalish Jones Operations Shift Manager, Lorraine Tucker Office of Information Security Manager, Adam Twitty Enterprise Servers, Ryan Millwood Application Software Development, Daryl Tisdale	Executive Director - Cheryl M. Stanton Chief of Staff - Darrell T. Scott Chief Legal Officer - Susan Boone Chief Financial Officer - Don Grant Human Resources - Director, Koa Morgan Communications and Marketing -Director, Robert Bouyea Governmental Affairs and Special Projects -Director, Sally Foster Policies and Procedures -Director, Pat Sherlock Director of Business Intelligence - Director, Brenda Lisbon Division of Administration, Support, and Operations - Assistant Executive Director, Martha Stephenson Division of Workforce and Economic Development - Interim Assistant Executive Director, Darrell Scott Division of Unemployment Insurance - Assistant Executive Director, Jamie Suber Division of Information and Business Solutions - Assistant Executive Director, Neil Adcox Division of Organizational Integrity - Assistant Executive Director, Bill Beckham	HUMAN RESOURCES Human Resources Director, Koa Morgan DIVISION OF ADMINISTRATION, SUPPORT AND OPERATIONS Assistant Executive Director, Martha Stephenson

Strategy, Objectives and Responsibility

This is the next chart because once the agency determines its goals, and those responsible for each goal, it then needs to determine the strategy and objectives to accomplish each goal. To ensure accountability, one person should be responsible for each objective. This can be the same person responsible for the goal, if it is a small agency, or, for larger agencies, a person who reports to the person responsible for the goal. The same person is not required to be responsible for all of the objectives.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions :
1) Under the "Legal Responsibilities Satisfied" column, enter the legal responsibilities (i.e. state and/or federal statutes and provisos) the goal or objective is satisfying. For each goal, the agency can copy and paste the information from the Mission, Vision and Goals Chart. All of the legal standards mentioned for a particular goal should be included next to one of the objectives under that goal. When listing the Legal Responsibilities Satisfied, the agency can group the standards together when applicable (i.e. 63-19-320 thru 63-19-370). Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute.
2) Under the "Strategic Plan Part and Description" column, enter the strategic plan part number and description (i.e. Goal 1 - Increase the number of job opportunities available to juveniles to 20 per juvenile within the next 2 years). For each goal, the agency can copy and paste the information from the Mission, Vision and Goals Chart. If the agency is still utilizing the same strategies and objectives it submitted as part of the Accountability Report, it can copy and paste those into this chart, then fill in the remainder of the columns. However, if the agency has trouble explaining how each objective is SMART, it may need to revise its objectives. In addition, if the agency has revised its strategic plan since submitting its last Accountability Report, please provide information from the most current strategic plan.
3) Under the "Describe how it is SMART" column, enter the information which shows how each goal and objective is Specific, Measurable, Attainable, Relevant and Time-bound.
4) Under the "Public Benefit/Intended Outcome" column, enter the intended outcome of accomplishing each goal and objective.
5) Under the "Responsible Person" columns, provide information about the individual who has primary responsibility/accountability for each goal and objective. The Responsible Person for a goal has different teams of employees beneath him/her to help accomplish the goal. The Responsible Person for an objective has employees and possibly different teams of employees beneath him/her to help accomplish the objective. The Responsible Person for a goal is the person who, in conjunction with his/her team(s) and approval from higher level superiors, determines the strategy and objectives needed to accomplish the goal. The Responsible Person for an objective is the person who, in conjunction with his/her employees and approval from higher level superiors, sets the performance measure targets and heads the game plan for how to accomplish the objective for which he/she is responsible. Under the "Position" column, enter the Responsible Person's position/title at the agency. Under "Office Address" column, enter the address for the office from which the Responsible Person works. Under the "Department/Division" column, enter the department or division at the agency in which the Responsible Person works. Under the "Department/Division Summary" column, enter a brief summary (no more than 1-2 sentences) of what that department or division does in the agency.

Legal Responsibilities Satisfied:	*Strategic Plan Part and Description*	How it is S.M.A.R.T.:	Public Benefit/Intended Outcome:	Responsible Person Name:	Number of months person has been responsible for the goal or objective:	Position:	Office Address:	Department or Division:	Department or Division Summary:
(i.e. state and federal statutes or provisos the goal or objective is satisfying)	(i.e. Goal 1 - Insert description, Strategy 1.1 - Insert Description, Objective 1.1.1 - Insert Description)	Describe how each goal and objective is... Specific; Measurable; Attainable; Relevant; and Time-bound	(Ex. Output = rumble strips are installed on the sides of a road; Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome						
State and Federal	Goal 1 - Information Security	Ensure that all information systems, platforms, and policies adhere to security best practices in 2016.	The personally idenitifable information that the agency works with for both South Carolinians and employees is protected.	Division of Organizational Integrity and Division of Information and Business Solutions	Inception of goal to date	* Please see previous sheet	*1550 Gadsden Street, Columbia, South Carolina 29202*	Division of Organizational Integrity and Division of Information and Business Solutions	
	Strategy 1.1 - Ensure appropriate controls have been built into all information systems and platforms								
	Objective 1.1.1 - Annually review all agency information security policies								
State and Federal	Goal 2 - Improvements to business processes	Improve processes by increasing utilization of existing resources and improve the efficency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	State and federal resources will be used to directly impact South Carolinians	All DEW Employees	Inception of goal to date	Agencywide	*1550 Gadsden Street, Columbia, South Carolina 29202*	Agencywide	
	Strategy 2.1 - Realize full potential of existing resources								

Strategy, Objectives and Responsibility

	Objective 2.1.1 - Reduce associated expenses and improve turnaround time on the resource sharing agreement (RSA) process								
	Objective 2.1.2 - Ensure buildings identified for consolidation are placed on surplus list to be sold by Department of Administration								
	Objective 2.1.3 - Decrease energy consumption by 20% by year 2020								
	Strategy 2.2 - Improve improper payment process								
	Objective 2.2.1 - Reduce the number of improper payments received by claimants								
	Objective 2.2.2 - Increase in number of claimants completing the online work search								
	Strategy 2.3 - Increase collection rate of taxes owed by businesses								
	Objective 2.3.1 - Increase the percentage of new accounts established within 90 days								
	Objective 2.3.2 - Increase the percentage of wage and contribution reports filed through SCBOS								
	Objective 2.3.3 - Increase the percentage of tax payments received through SCBOS								
	Objective 2.3.4 - Increase the percentage of contributory reports filed timely								
	Strategy 2.4 - Increase collection rate of improper payments to claimants								
	Objective 2.4.1 - Increase in amount of overpayments being recovered								
	Strategy 2.5 - Meet and/ or exceed federal and state performance measures								
	Objective 2.5.1 - Repay all outstanding UI loans by 2015 in an effort to rebuild the trust fund								
	Objective 2.5.2 - Ensure > 50% of Higher Authority Appeals (HAA) decisions in each month are issued within 45 days of the appeals file date								
	Objective 2.5.3 - Ensure > 80% of HAA decisions in each month are issued within 75 days of the appeals file date								
	Objective 2.5.4 - Ensure that the average age of active HAA cases at the end of each month is below 40 days								
	Objective 2.5.5- Ensure that Lower Authority Appeals (LAA) meets or exceeds Secretary Standards of 60% of appeals decided within 30 days of the appeal file date								
	Objective 2.5.6 - Ensure that LAA meets or exceeds Secretary Standards of 80% of appeals decided within 45 days of the appeal file date								
	Objective 2.5.7 - Ensure that LAA meets or exceeds acceptable levels of performance (ALP) of ≤ 30 days average case age of pending appeals								
	Objective 2.5.8 - Ensure that LAA meets DOL quality requirements that at least 80% of cases scored are rated 85% or higher								
	Objective 2.5.9 - Increase the number of unemployment insurance benefit payments meeting the first payment time lapse standards								
	Objective 2.5.10 - Increase the percentage of unemployment insurance benefit determinations meeting the non-monetary determination time lapse standards								
	Objective 2.5.11 - Meet or exceed quality score on separation issues								

Strategy, Objectives and Responsibility

	Objective 2.5.1 2- Meet or exceed quality score on non-separation issues								
	Objective 2.5.13 - Meet or exceed number of employer responses to Industry Verification Survey (Units)								
	Objective 2.5.1 4- Meet or exceed number of employer responses to Industry Verification Survey (Employment)								
	Objective 2.5.1 5- Meet or exceed number of employer responses to Occupational Employment Statistics Survey Panels (Units or Employment)								
	Objective 2.5.16 - Ensure that all DOL mandatory reports are submitted by appropriate deadlines								
State and Federal	Goal 3 - Perform deliberate strategies for exceptional customer service delivery	Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	State and federal resources will be used to directly impact South Carolinians	All DEW Employees	Inception of goal to date	Agency wide	*1550 Gadsden Street, Columbia, South Carolina 29202*	Agency wide	
	Strategy 3.1 - Increase the number of individuals entering employment								
	Objective 3.1.1 - Attain a yearly decline in the average duration of employment.								
	Objective 3.1.2 - Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagney-Peyser (WP) and Veteran entered employment rate.								
	Objective 3.1.3 - Increase the WIA, TAA, WP and Veteran employment retention rate.								
	Objective 3.1.4 - Increase the WIA, TAA, WP and Veteran average earnings.								
	Objective 3.1.5 - Increase percentage of WIA, TAA, WP, and Veteran participants who receive training.								
	Objective 3.1.6 - Increase the number of youth placed in employment or education.								
	Objective 3.1.7 - Increase the number of youth who attain a degree or certificate.								
	Objective 3.1.8 - Increase the gains for youth literacy and numeracy.								
	Objective 3.1.9 - Increase the number of positive job referrals.								
	Objective 3.1.10 - Increase the total number of National Career Readiness Certificates (NCRC) issued in each category.								
	Objective 3.1.11 - Increase the total number of customized job fairs facilitated.								
	Objective 3.1.12 - Increase the number of connection and access points for UI filing.								
	Objective 3.1.13 - Monitor initial and weekly claim filings.								
	Strategy 3.2 - Increase businesses' use of DEW services								
	Objective 3.2.1 - Increase the number of businesses served with Rapid Response Incumbent Worker Training (RR IWT)								
	Objective 3.2.2 - Increase the number of businesses that recognize and support the SC Work Ready Communities (SCWRC) initiative								
	Objective 3.2.3 - Increase the number of counties meeting SCWRC standards								
	Objective 3.2.4 - Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)								

Strategy, Objectives and Responsibility

	Objective 3.2.5 - Increase the number of businesses served with on-job-training (OJT)								
	Objective 3.2.6 - Increase the number of job orders filled								
	Objective 3.2.7 - Increase the number of businesses issued a Work Opportunity Tax Credit (WOTC)								
	Objective 3.2.8 - Increase the number of customized data analysis reports (LMI) distributed to workforce, economic development and education partners								
	Strategy 3.3 - Improve relationships with partners								
	Objective 3.3.1 - Increase the total number of students with access to South Carolina Occupational Information System (SCOIS)								
	Objective 3.3.2 - Increase the number of educational sites with access to SCOIS.								
	Objective 3.3.3 - Exceed all national Jobs for America's Graduates (JAG) performance measures								
n/a	Goal 4 - Develop a strategic vision for customer service	Improve customer experiences by increasing efficency in service delivery and the manner in which relevant information is received by the public in 2016.	South Carolinians will have more trust in the agency, its services, and the state.	DEW Senior Leadership	Inception of goal to date	* Please see previous sheet	*1550 Gadsden Street, Columbia, South Carolina 29202*	DEW Senior Leadership	
	Strategy 4.1 - Become more efficient								
	Objective 4.1.1 - Improve the efficiency in the handling of UI calls in the call center								
	Objective 4.1.2 - Procure and implement a new, modern UI benefits system (SCUBI) by 2017								
	Objective 4.1.3 - Develop and launch a six-series customer service training program for all employees to attend								
n/a	Goal 5 - Develop employee-manager training	Increase employee engagement through relevant and effecrive employee and manager training in 2016.	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Division of Human Resources and Division of Administration, Support, and Operations	Inception of goal to date	* Please see previous sheet	*1550 Gadsden Street, Columbia, South Carolina 29202*	Division of Human Resources and Division of Administration, Support, and Operations	
	Strategy 5.1 - Identify training needs of employees.								
	Objective 5.1.1 - Provide tools for semi-annual progress towards EPMS goals for managers								
	Strategy 5.2 - Increase staff morale and employee satisfaction.								
	Objective 5.2.1 - Conduct 50 Executive Director listening tours from all levels of the organization								
	Objective 5.2.2 - Increase by five (5) the number of Workplace Wellness initiatives in place								
	Objective 5.2.3 - Showcase employee success in each monthly DEWsletter								
	Objective 5.2.4 - Encourage employees to submit suggestions through the Virtual Suggestion box and address at least 75% of these suggestions								

Associated Programs

This is the next chart because once the agency has determined its goals, strategies and objectives, the agency needs to determine which of its programs will help achieve those objectives and goals and which programs may need to be curtailed or eliminated. If one program is helping accomplish an objective that a lot of other programs are also helping accomplish, the agency should consider whether the resources needed for that program could be better utilized (i.e. so the agency can most effectively and efficiently accomplish all of its goals and objectives) if they were distributed among the other programs that are helping accomplish the same objective or among programs that are helping accomplish other objectives.

Agency Responding	
Date of Submission	
Fiscal Year for which information below pertains	2015-16

Instructions :
1) Under the "Name of Agency Program" column, enter the name of every program at the agency on a separate row.
2) Under the "Description of Program" column, enter a 1-3 sentence description of the agency program.
3) Under the "Legal Statute Requiring Program" column, enter the legal statute which requires (this is different than allows) the program, if the program is required by a state or federal statute or proviso. Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute. If the program is not required by a state or federal statute or proviso, enter "none."
3) Under the "Objective the Program Helps Accomplish" column, enter the strategic plan objective number and description. The agency can copy the Objective number and description from the first column of the Strategy, Objective and Responsibility Chart. Enter ONLY ONE objective per row. If an agency program helps accomplish multiple objectives, insert additional rows with that agency program information and enter each different objective it helps accomplish on a separate row.

Name of Agency Program	Description of Program	Legal Statute or Proviso Requiring the Program	Objective the Program Helps Accomplish (The agency can copy the Objective number and description from the first column of the Strategy, Objective and Responsibility Chart) List ONLY ONE strategic objective per row.
P&P match	**Summary of Statutory Requirement and/or Authority Granted Spreadsheet**	stat. Spreadsheet	objectives.
Benefit Payment Control	This area, under the title of FIRE (Fraud, Investigations, Recovery, and Enforcement) is responsible for efforts to prevent UI Benefits fraud, identification of improper payments to claimants, collection of improper payments through multiple mechanisms, and development of case files to present to the SCDEW Office of General Counsel (OGC) for potential prosecution.	Federal regulations require the establishment of a Benefit Payment Control unit in each state workforce agency. In addition, S.C. Code Ann. §41-41-40 requires SCDEW to identify and disqualify individuals who have committed UI Fraud.	4 Develop a Strategic Vision for Customer Service
Benefits Accuracy Measurement	BAM is a USDOL mandated program designed to identify payment errors in the Unemployment Insurance (UI) Program. Data includes improper payment percentages, total dollar amounts, and root cause.	20 Code of Federal Regulations, Part 602 requires the establishment of this program.	2 Improvements to Business Processes
Equal Opportunity	This department is responsible for monitoring workplace activities within SCDEW and the statewide Work Centers to ensure there is no discrimination against any individual on the basis of race, color, religion, sex, national origin, age, political affiliation, or belief; and against any beneficiary of programs receiving financial assistance under Title I of the WIOA Act on the basis of citizenship as a lawfully admitted immigrant authorized to work in the United States.	Title VII of the Civil Rights Act of 1964 prohibits discrimination in the workplace. Title I and Title V of the Americans with Disabilities Act of 1990 requires that reasonable accommodation be made for individuals with known physical or mental limitations who are otherwise qualified for work. The Age Discrimination in Employment Act of 1967 protects individuals who are 40 years of age or older from discrimination on the basis of age. The payment of wages on the basis of sex is prohibited under the Equal Pay Act of 1963. Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination on the basis of genetic information. In addition, South Carolina Human Affairs Law provides similar prohibitions.	2 Improvements to Business Processes
WIOA Monitoring	This department is responsible for monitoring Centers of Government (COGs) that receive funding for WIOA Programs through SCDEW to determine that the COG is using WIOA funds in compliance with applicable laws and regulations and that there is a sound financial system in place to carry out WIOA activities. WIOA Monitoring also includes the Office of the Migrant and Seasonal Farm Worker (MSFW) State Monitor Advocate, responsible for ensuring that migrant and seasonal farm workers working in South Carolina have been provided services that are "qualitatively equivalent and quantitatively proportionate" to the services provides to other jobseekers.	Sections § 679.250(a) and § 679.260(a) of the WIOA Act of 2014 mandate that any local area that receives WIOA funds must demonstrate "sustained fiscal integrity" and "perform successfully".	2 Improvements to Business Processes

Associated Programs

Audit Services	Audit Services is responsible for internal audits of SCDEW operations and financial controls. This department also performs the Agency's Tax Performance System (TPS) reviews. TPS reviews are a continuous monitoring effort, looking at controls in the employer tax system to ensure these controls are working as designed.	Internal Audit is considered a "best practice" in all state agencies.	2 Improvements to Business Processes
Office of Information Security	The Office of Information Security includes the Chief Information Security Officer, who is responsible for policy development and oversight of Agency policy and activities related to information systems security controls.	Governor Haley, through executive order, mandated information security control implementation in all cabinet-level agencies in 2013. The Department of Administration is responsible for coordinating this effort with each agency.	1 Information Security
Business Intelligence Department (BID)	To provide employment statistics, job forecasts, wages, demographics, program performance statistics, and other labor market information to employers, job seekers, educators, governmental entities and economic developers for use in making employment, educational and economic development decisions.		2.2.1 Reduce the number of improper payments received by claimants
			2.2.2 Increase in number of claimants completing the online work search
			2.4.1 Increase in amount over overpayments being recovered
			2.5.13 Meet or exceed number of employer responses to Industry Verification Survey (Units)
			2.5.14 Meet or exceed number of employer responses to Industry Verification Survey (Employment)
			2.5.15 Meet or exceed number of employer responses to Occupational Employment Statistics Survey Panels (Units or Employment)
			2.5.16 Ensure that all DOL mandatory reports are submitted by appropriate deadlines
			3.1.1 Attain a yearly decline in the average duration of unemployment
			3.1.2 Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagner-Peyser (WP) and Veteran entered employment rate
			3.1.3 Increase the WIA, TAA, WP and Veteran employment retention rate
			3.1.4 Increase the WIA, TAA, WP and Veteran average earnings
			3.1.5 Increase percentage of WIA, TAA, WP and Veteran participants who receive training
			3.1.6 Increase the number of youth placed in employment or education
			3.1.7 Increase the number of youth who attain a degree or certificate
			3.1.8 Increase the gains for youth literacy and numeracy
			3.1.9 Increase the number of positive job referrals
			3.1.10 Increase the total number of National Career Readiness Certificates (NCRC) issued in each category
			3.1.13 Monitor initial and weekly claim filings
			3.2.1 Increase the number of businesses served with Rapid Response Incumbent Worker Training (RR IWT)
			3.2.2 Increase the number of businesses that recognize and support the SC Work Ready Communities (SCWRC) initiative
			3.2.3 Increase the number of counties meeting SCWRC standards
			3.2.4 Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)
			3.2.5 Increase the number of businesses served with on-job-training (OJT)
			3.2.6 Increase the number of job orders filled
			3.2.7 Increase the number of businesses issued a Work Opportunity Tax Credit (WOTC)
			3.2.8 Increase the number of customized data analysis reports (LMI) distributed to workforce, economic development and education partners
			4.1.1 Improve the efficiency in the handling of UI calls in the call center
			4.1.2 Procure and implement a new, modern UI benefits system (SCUBI) by 2017
			4.2.2 Detect and reduce fraud in the unemployment insurance program
The P&P Department develops and issues policies and standard operating procedures for the following federal programs: UI, WIOA, ES, and TAA. Training is also developed as need is identified and/or requested.	UI - Assesses and collects unemployment insurance taxes; oversees the filing of unemployment claims and administers benefit payments.	A federal-state partnership based on federal law, but administered under state law. The Social Security Act and the Federal Unemployment Tax Act define certain requirements. Within the framework of the federal requirements, state statute sets the benefit structure and the tax structure.	2.2.1 Reduce the number of improper payments received by claimants
			2.2.2 Increase in number of claimants completing the online work search

Associated Programs

			2.3.1 Increase the percentage of new accounts established within 90 days
			2.3.2 Increase the percentage of wage and contribution reports filed through SCBOS
			2.3.3 Increase the percentage of tax payments received through SCBOS
			2.3.4 Increase the percentage of contributory reports filed timely
			2.5.9 Increase the number of unemployment insurance benefit payments meeting the first payment time lapse standards
			2.5.10 Increase the percentage of unemployment insurance benefit determinations meeting the non-monetary determination time lapse standards
			2.5.11 Meet or exceed quality score on separation issues
			2.5.12 Meet or exceed quality score on non-separation issues
			2.5.16 Ensure that all DOL mandatory reports are submitted by appropriate deadlines
			4.1.1 Improve the efficiency in the handling of UI calls in the call center
			4.1.2 Procure and implement a new, modern UI benefits system (SCUBI) by 2017
	WIOA - Provides employment, education and training services through statewide and local workforce development systems that improve the quality of the workforce and meet the skill requirements of employers.	Public Law 113-128 Workforce Innovation and Opportunity Act	2.1.1 Reduce associated expenses and improve turnaround time on the resource sharing agreement (RSA) process
			3.1.2 Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagner-Peyser (WP) and Veteran entered employment rate
			3.1.3 Increase the WIA, TAA, WP and Veteran employment retention rate
			3.1.4 Increase the WIA, TAA, WP and Veteran average earnings
			3.1.5 Increase percentage of WIA, TAA, WP and Veteran participants who receive training
			3.1.6 Increase the number of youth placed in employment or education
			3.1.7 Increase the number of youth who attain a degree or certificate
			3.1.8 Increase the gains for youth literacy and numeracy
			3.2.1 Increase the number of businesses served with Rapid Response Incumbent Worker Training (RR IWT)
			3.2.2 Increase the number of businesses that recognize and support the SC Work Ready Communities (SCWRC) initiative
			3.2.4 Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)
			3.2.5 Increase the number of businesses served with on-job-training (OJT)
	Employment Service - Provides a variety of labor exchange services including but not limited to job search assistance, job referral and placement assistance for job seekers, and recruitment services to employers with job openings.	Wagner-Peyser Act of 1933, as amended	2.1.1 Reduce associated expenses and improve turnaround time on the resource sharing agreement (RSA) process
			3.1.2 Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagner-Peyser (WP) and Veteran entered employment rate
			3.1.3 Increase the WIA, TAA, WP and Veteran employment retention rate
			3.1.4 Increase the WIA, TAA, WP and Veteran average earnings
			3.1.5 Increase percentage of WIA, TAA, WP and Veteran participants who receive training
			3.1.9 Increase the number of positive job referrals
			3.1.11 Increase the total number of customized job fairs facilitated
			3.2.4 Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)
			3.2.6 Increase the number of job orders filled
	TAA - Provides re-employment and training services to workers who have lost their jobs as a result of foreign trade - adversely impacted by increased imports or by shifts in production to another country.	Trade Adjustment Assistance Act of 1974, as amended; Trade Adjustment Assistance Reauthorization Act of 2015	3.1.2 Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagner-Peyser (WP) and Veteran entered employment rate
			3.1.3 Increase the WIA, TAA, WP and Veteran employment retention rate
			3.1.4 Increase the WIA, TAA, WP and Veteran average earnings
			3.1.5 Increase percentage of WIA, TAA, WP and Veteran participants who receive training
Energy Conservation	Develop energy conservation plans and work to reduce energy consumption by 20 percent by 2020, as compared to 2000 levels	Section 48-52-620 SC Code of Laws	2.1.3 Decrease energy consumption by 20% by year 2020
Real Property Operations	Facilities management on all agency owned property; strategically identify properties and locations for consolidation; ensure that all properties identified are placed on the state surplus list to be sold by the Department of Administration	Section 1-11-58,1-11-65,1-11-70 SC Code of Laws	2.1.2 Ensure buildings identified for consolidation are placed on surplus list to be sold by Department of Administration
Agency Support Operations	Provides employee and operational support to agency so that it can operate in accordance with the statutes set forth in the SC Code of Laws Title 41	Title 41; SC Code of Laws	5.2 Increase staff morale and employee satisfaction
State Surplus Property Program	Program provides effective disposal of State property according to the law	Section 11-35-3810 SC Code of Laws	2.1 Realize full potential of existing resources
Emergency Management Program	Our agency is responsible for emergency services as assigned in the SC Emergency Operations Plan, ESF 24	Section 25-1-440; 25-1-420 SC Code of Laws	3.3 Improve relationships with partners
Working Well Initiative	Wellness initiative to cultivate a culture of wellness within our organization	n/a	5.2.2 Increase by five (5) the number of Workplace Wellness initiatives in place

Associated Programs

Unemployment Insurance	Provides for the collection of unemployment taxes to be used for making unemployment benefit payments to eligible applicants.	SC Code Title 41, Chapters 27-41 Social Security Act (SSA) Federal Unemployment Tax Act (FUTA)	2.2.1 Reduce the number of improper payments received by claimants
			2.2.2 Increase in number of claimants completing the online work search
			2.3.1 Increase the percentage of new accounts established within 90 days
			2.3.2 Increase the percentage of wage and contribution reports filed through SCBOS
			2.3.3 Increase the percentage of tax payments received through SCBOS
			2.3.4 Increase the percentage of contributory reports filed timely
			2.3.5 Increase the amount of overpayments being recovered
			2.5.9 Increase the number of unemployment insurance benefit payments meeting the first payment time lapse standards
			2.5.10 Increase the percentage of unemployment insurance benefit determinations meeting the non-monetary determination time lapse standards
			2.5.11 Meet or exceed quality score on separation issues
			2.5.12 Meet or exceed quality score on non-separation issues
			4.1.1 Improve the efficiency in the handling of UI calls in the call center
			4.1.2 Procure and implement a new, modern UI benefits system (SCUBI) by 2017
LAA	Lower Authority Appeals	DOL UPL 10-96	2.5.5 Ensure that Lower Authority Appeals (LAA) meets or exceeds Secretary Standards of 60% of appeals decided within 30 days of the appeal file date
			2.5.6 Ensure that LAA meets or exceeds Secretary Standards of 80% of appeals decided within 45 days of the appeal file date
			2.5.7 Ensure that LAA meets or exceeds acceptable levels of performance (ALP) of ≤ 30 days average case age of pending appeals
			2.5.8 Ensure that LAA meets DOL quality requirements that at least 80% of cases scored are rated 85% or higher
HAA	Higher Authority Appeals	DOL UPL 10-96	2.5.2 Ensure > 50% of Higher Authority Appeals (HAA) decisions in each month are issued within 45 days of the appeals file date
			2.5.3 Ensure > 80% of HAA decisions in each month are issued within 75 days of the appeals file date
			2.5.4 Ensure that the average age of active HAA cases at the end of each month is below 40 days
OGC	Office of General Counsel - civil actions	SC Code Ann Sec. 41-27-580	Representation of DEW interests in civil actions
OGC	Office of General Counsel - criminal actions	SC Code Ann Sec. 41-27-590	4.2.3 When fraud is detected, OGC will work with the Attorney General's Office to prosecute those who fraudulently received benefits
Foreign Labor	Foreign Labor coordinates the processing of labor petitions under the H-2A and H-2B Visa programs filed by employers seeking to bring alien or foreign workers into the state of South Carolina to perform primarily temporary work activities.	Federal Regulations	3.1 Increase the number of individuals entering employment.
Rural Manpower	The Rural Manpower Department section renders functional supervision to SC Works Centers in assuring that migrant and seasonal farm workers, and agricultural employers receive services qualitatively equivalent and quantitatively proportionate to services provided to non-agricultural employers and workers. This section works with representatives in SC Works Centers around the state and with the monitor advocate to offer equitable services to the farm community, applicants and crew leaders.	Federal Regulations	3.2 Increase businesses' use of DEW services
Wagner Peyser	Wagner-Peyser provides employment related services to individuals throughout the state of South Carolina who are seeking employment. Focusing on a variety of employment related labor exchange services, this program offers services such as job search assistance, re-employment services to unemployment insurance claimants, and recruitment services to employers with job openings. Depending on the needs of the labor market, these services can also include assessment of skill levels, job search workshops, and referral to training.	Federal Regulations	3.1 Increase the number of individuals entering employment.
Ticket to Work	The Ticket to Work/Employment Network program is an employment program for people with disabilities who are interested in going back to work. It is part of the Ticket to Work and Work Incentives Improvement Act of 1999. The goal of this program is to increase opportunities and choices for social security disability beneficiaries to obtain employment, vocational rehabilitation, and other support services from public and private providers, employers, and other organizations	Federal Regulations	3.1 Increase the number of individuals entering employment.
JAG	JAG-SC is a dropout prevention program focused on academic success, career readiness, and life skills development.	N/A	3.3 Improve relationships with partners

Associated Programs

Rapid Response	Rapid Response: Provides comprehensive and collaborative services to help businesses prepare for and manage layoffs or closures, and provides immediate on-site reemployment services for workers to minimize the impact of such events and help them obtain new employment as quickly as possible. Rapid Response is not event-driven; it is a proactive approach to planning for, and managing, economic transition. The aim of Rapid Response has grown from solely responding to economic crises, such as plant closings and mass layoffs, to managing economic transitions through business and economic development services and by building effective, ongoing partnerships among all stakeholders.	Federal Regulations	3.2 Increase businesses' use of DEW services
WOTC	Work Opportunity Tax Credit (WOTC): Provides businesses a federal income tax credit to promote hiring individuals with barriers to employment or individuals from a targeted group, such as veterans and low-income households (credits range from $2,400 to $9,600 depending upon the qualified employee's targeted group).	Federal Regulations	3.2 Increase businesses' use of DEW services
Federal Bonding	Federal Bonding: Provides businesses with Fidelity Bonding insurance coverage for new workers who are considered "high-risk" individuals for the first six months, free of charge. It is sponsored by the U.S. Department of Labor, and administered by the South Carolina Department of Employment and Workforce. This insurance policy protects the employer in case of the loss of money or property due to employee dishonesty. It is like a "guarantee" to the employer that the person hired will be an honest worker.	Federal Regulations	3.1 Increase the number of individuals entering employment.
Veteran Grant Programs	The Veteran Grant programs provide direct and indirect employment services for veterans and recruiting businesses	Federal Regulations	3.1 Increase the number of individuals entering employment.
Workforce Innovation & Opportunity Act	The Workforce Innovation and Opportunity Act (WIOA) is designed to help job seekers access employment, education, training and support services to succeed in the labor market, and to match employers with the skilled workers they need to compete in the global economy. WIOA is a federal program administered in South Carolina through the Department of Employment and Workforce and through 12 Workforce Development Areas throughout the state. A statewide board appointed by the Governor and comprised of business owners, state government officials, educators and private citizens guides policy for all WIOA-funded programs. WIOA programs help businesses meet their need for skilled workers and provide individuals with access to training that helps them prepare for work.	Federal Regulations	3.1 Increase the number of individuals entering employment.
Trade Adjustment Assistance Program	The Trade Act of 1974 and all of its amendments were created to provide support to workers who have been found adversely impacted by increased imports, a shift of production, or a service that moved to another country. The goal of the TAA program is to help workers become reemployed in a suitable job as quickly as possible by providing benefits and services tailored to their needs	Federal Regulations	3.1 Increase the number of individuals entering employment.
SC WorkReady Communities Program	ACT Certified Work Ready Communities (CWRC) empowers counties and states with actionable data and specific workforce goals that drive economic growth. Participating states are leveraging the National Career Readiness Certificate (NCRC™) to measure and close the skills gap — and educating individuals and businesses on the value of an NCRC and community certification.	Governor's Initiative	3.1 Increase the number of individuals entering employment.

Strategic Budgeting

This is the next chart because once the agency determines its goals, strategies and objectives, as well as the programs that will best allow the agency to accomplish its objectives, the agency needs to determine how to allocate its funds to most effectively and efficiently accomplish the objectives. After allocating the funds to the objectives, the agency may decide to go back and revise which associated programs it will continue, curtail or eliminate in order to most effectively and efficiently accomplish its goals and objectives.

Agency Responding	South Carolina Department of Employment and
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-2016

IMPORTANT TIME SAVING NOTE: Please note that only one year of budgeted funds is requested. Once an agency is under study with the House Legislative Oversight Committee, the Committee may request information on how the agency budgeted and spent money for the previous five years. If an agency is chosen for study five years from now, the agency can quickly and easily combine the information from this chart for each of the last five years.

Part A Instructions : Estimated Funds Available this Fiscal Year (2015-16)
1) Please enter each source of funds for the agency in a separate column. Group the funding sources however is best for the agency (i.e. general appropriation programs, proviso 18.2, proviso 19.3, grant ABC, grant XYZ, Motor Vehicle User Fees, License Fines, etc.) to provide the information requested below each source (i.e. state, other or federal funding; recurring or one-time funding; etc.). The agency is not restricted by the number of columns below so please delete or add as many as needed.
However the agency chooses to group its funding sources, it should be clear through Part A and B, how much the agency estimates it has available to spend and where the agency has budgeted the funds it has available to spend.

Part B Instructions : How Agency Budgeted Funds this Fiscal Year (2015-16)
1) Enter each agency objective and description (i.e. Objective 1.1.1 - insert description of objective). The agency can insert as many rows as necessary so that all objectives are included.
2) After entering all of the objectives, enter each "unrelated purpose" for which money received by the agency will go (i.e. Unrelated Purpose #1 - insert description of unrelated purpose) on a separate row. An "unrelated purpose" is money the agency is legislatively directed to spend on something that is not related to an agency objective (i.e. pass through, carry forward, etc.).
3) Enter how much money from each source of funds the agency budgets to spend on each objective and unrelated purpose. The "Total budgeted to spend on objectives and unrelated purposes" for each source of funds in Part B should equal the "Amount estimated to have available to spend this fiscal year" in Part A.

Explanations from the Agency regarding Part A: *Insert any additional explanations the agency would like to provide related to the information it provides below.*

PART A
Estimated Funds Available this Fiscal Year (2015-16)

Source of Funds:	Totals	*United States Department of Labor (USDOL) - WIOA Grants*	*USDOL Wagner-Peyser Grant*	*USDOL Veterans Grants*	*USDOL Trade Adjustment Assistance*	*USDOL Bureau of Labor Statistics Grants*	*Labor Market Information E-track Funds*	*USDOL Alien Labor Grant*	*USDOL Work Opportunity Tax Credit Grant*	*USDOL Unemployment Insurance Grants*	*DEW Property Proceeds Fund*	*USDOL Reemployment Eligibility Assessment Grants*	*Jobs for America's Graduates (JAG) program*	*Department of Defense (DOD) Grant*	*Administrative Contingency Fund*	*DEW Parking Fee Fund*
Is the source state, other or federal funding:	Totals	*Federal*	*Federal*	*Federal*	*Federal*	*Federal*	*Other*	*Federal*	*Federal*	*Federal*	*Other*	*Federal*	*Federal*	*Federal*	*Other*	*Other*
Is funding recurring or one-time?	Totals	*Recurring*	*Recurring*	*Recurring*	*Recurring*	*Recurring*	*Recurring*	*Recurring*	*Recurring*	*Recurring*	*Non-recurring*	*Recurring*	*Recurring*	*One-Time*	*Recurring*	*Recurring*
$ From Last Year Available to Spend this Year																
Amount available at end of previous fiscal year	$147,078,164	$ 32,639,653	$ 232,828	$ 1,247,362	$ 18,998,749	$ 749,248	$ 200,980	$ 75,138	$ 361,597	$ 73,160,598	$ 4,785,191	$ 997,329	$ 5,694	$ 714,689	$ 12,868,794	$ 40,314
Amount available at end of previous fiscal year that agency can actually use this fiscal year:	$147,078,164	$ 32,639,653	$ 232,828	$ 1,247,362	$ 18,998,749	$ 749,248	$ 200,980	$ 75,138	$ 361,597	$ 73,160,598	$ 4,785,191	$ 997,329	$ 5,694	$ 714,689	$ 12,868,794	$ 40,314
If the amounts in the two rows above are not the same, explain why :	Enter explanation for each fund to the right															
$ Estimated to Receive this Year																
Amount budgeted/estimated to receive in this fiscal year:	$99,928,329	$ 40,795,359	$ 8,992,138	$ 2,672,000	$ -	$ 831,387	$ 19,374	$ 113,500	$ 61,359	$ 30,563,035	$ 184,638	$ 1,350,608	$ -	$ 417,125	$ 13,882,242	$ 45,564
Total Actually Available this Year																
Amount estimated to have available to spend this fiscal year (i.e. Amount available at end of previous fiscal year that agency can actually use in this fiscal year PLUS Amount budgeted/estimated to receive this fiscal year):	$247,006,493	$ 73,435,012	$ 9,224,966	$ 3,919,362	$ 18,998,749	$ 1,580,635	$ 220,354	$ 188,638	$ 422,956	$ 103,723,633	$ 4,969,829	$ 2,347,937	$ 5,694	$ 1,131,814	$ 26,751,036	$ 85,878

Explanations from the Agency regarding Part B:

Most of the agency's federal grants have multi-year periods of performance ranging from one to five years; therefore, carry-in funds and current year revenues are not typically expended in total during the state fiscal year. In addition, many of the agency's grants operate on a federal fiscal year (October - September), and have 5th quarter obligational authority through December. Due to these factors, amounts available for July-December program operations often remain available as of June 30th, creating a difference between the total amount available during the state fiscal year, and the amount actually expected to be expended during the state fiscal year.

PART B How Agency Budgeted Funds this Fiscal Year (2015-16)

Source of Funds: (the rows to the left should populate automatically from what the agency entered in Part A)	Totals	United States Department of Labor (USDOL) - WIOA Grants	USDOL Wagner-Peyser Grant	USDOL Veterans Grants	USDOL Trade Adjustment Assistance	USDOL Bureau of Labor Statistics Grants	Labor Market Information E track Funds	USDOL Alien Labor Grant	USDOL Work Opportunity Tax Credit Grant	USDOL Unemployment Insurance Grants	DEW Property Proceeds Fund	USDOL Reemployment Eligibility Assessment Grants	Jobs for America's Graduates (JAG) program	Department of Defense (DOD) Grant	Administrative Contingency Fund	DEW Parking Fee Fund
Is source state, other or federal funding: (the rows to the left should populate automatically from what the agency entered in Part A)	Totals	Federal	Federal	Federal	Federal	Federal	Other	Federal	Federal	Federal	Other	Federal	Federal	Federal	Other	Other
Restrictions on how agency is able to spend the funds from this source:	**NOTE: Grant funds may only be spent on allowable, reasonable and necessary costs that are specifically allocable to the federal grant program either direclty or via the agency's federally approved indirect cost allocation plan. A summary of these requirements is included in this section for each grouping of funding sources.**	WIOA is a federal program administered throughout the State through the Workforce and Economic Development Division of the Agency, and through 12 Workforce Investment areas throughout the State. A statewide board, appointed by the Governor and comprised of business owners, state government officials, educators and private citizens, guides policy for all WIOA-funded programs. WIOA programs help businesses meet their need for skilled workers and provide individuals with access to training that helps them prepare for work.	The Wagner Peyser Employment Services grant focuses on providing a variety of employment related labor exchange services including but not limited to job search assistance, job referral, and placement assistance for job seekers, re-employment services to unemployment insurance claimants, and recruitment services to employers with job openings. Services are delivered in one of three modes including self-service, facilitated self-help services and staff assisted service delivery approaches. Depending on the needs of the labor market other services such as job seeker assessment of skill levels, abilities and aptitudes, career guidance when appropriate, job search	Local Veterans' Employment Representatives (LVERs) are state employees located in state employment offices to provide assistance to Veterans, and Disabled Veterans' Outreach Program (DVOP) specialists develop job and training opportunities for Veterans, with special emphasis on Veterans with service-connected disabilities.	TAA is a federal program funded by USDOL that provides reemployment services to workers who have been adversely impacted by increased imports or by a shift in production or services to another country. The goal of the TAA program is to help workers become reemployed in a suitable job as quickly as possible.	Project grants (cooperative agreements) for the dissemination of technical statistical data and related information on labor force activities; provides data on prices (CPI) and cost of living; data on productivity and technology data; data on compensation and working conditions; data on employment projections.	Agency internally earmarks these funds to cover shortfalls and funding reductions to Labor Market Information BLS grant funds.	The Department of Labor through the Employment and Training Administration, Office of Foreign Labor Certification's national office and two processing centers, in cooperation with the State Workforce Agencies (SWAs), administer various Foreign Labor Certification programs. Administration of the programs is mandated by the Immigration and Nationality Act (INA) and delineated by regulations in each program published in the Code of Federal Regulations (CFRs). The regulations provide guidance on the processing of applications, periods of validity, and employer responsibilities, etc.	The Internal Revenue Code of 1986, Section 51, as amended and its enacting legislation, P.L. 104-188, specify that the "State Employment Security Agencies (SESAs)" are the "designated" agencies responsible for administering the WOTC and WtWTC certification procedures of this program. This law defines a "designated local agency (DLA)," as a SESA -- now referred to as a State Workforce Agency or SWA, according to the Workforce Investment Act of 1998--established by the Wagner-Peyser Act of 1933, as amended.	Unemployment compensation is a social insurance program designed to provide benefits to most individuals out of work, generally through no fault of their own, for periods between jobs. In order to be eligible for benefits, jobless workers must demonstrate workforce attachment, usually measured by amount of wages and/or weeks of work, and must be able and available for work. The UC program is a federal-state partnership based upon federal law, but administered by state employees under state law. Each state designs its own UC program within the framework of the federal requirements. The state statute sets forth the benefit structure (e.g., eligibility/disqualification provisions, benefit amount) and the state tax structure (e.g., state taxable wage base and tax rates).	Proceeds from sales of properties purchased/amortized with USDOL equities are required by federal law to be spent on activities that benefit the UI/WP federal programs. All proceeds have been committed to fund portions of the agency's UI Tax replacement system.	The funds are used to conduct in-person assessments in One-Stop Career Centers. The assessments include the development of a re-employment plan for claimants, the provision of labor market information that is appropriate to the claimants' locations and employment prospects, a complete review of claimants' eligibility for Unemployment Insurance benefits, and a referral to re-employment services and/or training provided by the One-Stop Career Centers separate that is from the UI program.	The funds are used to provide funding that will prepare students for work and higher education by implementing the Jobs for America's Graduates program in Spartanburg School District 7. The program will enroll 80 at-risk 9-12 grade students and provide them with specialized guidance and instruction. Elements of the program include group and individual instruction in employability skills, monitoring of attendance and behavior, guidance on career and like decisions, summer employment training, community service projects, and field trips to employers and conferences.	The purpose of the funds is to obtain financial assistance to develop a community adjustment and economic diversification plan in response to the workforce reductions in the defense sector within the State of South Carolina.	State restrictions per § 41–33–710 and Proviso 83.5, Federal restrictions per USDOL Employment and Training Administration, Training and Employment Guidance Letter (TEGL) No. 15-09	Agency internally earmarks these funds for security services and for parking lot maintenance.
Amount estimated to have available to spend this fiscal year: (the rows to the left should populate automatically from what the agency entered in Part A)	$247,006,493	$73,435,012	$9,224,966	$3,919,362	$18,998,749	$1,580,635	$220,354	$188,638	$422,956	$103,723,633	$4,969,829	$2,347,937	$5,694	$1,131,814	$26,751,036	$85,878
Are expenditure of funds tracked through SCEIS? (if no, state the system through which they are recorded so the total amount of expenditures could be verified, if needed)	n/a	No, while disbursements for most programs are issued through SCEIS, it does not allow for overhead and indirect costs to be allocated to all funding sources in the manner required by USDOL. The agency's legacy cost acccounting system (Federal Accounting and Reporting System, or FARS) captures all financial transactions, tracks employee time/effort by cost center, project/grant, and functional activity, and is the system of record for all state/federal/internal financial reporting, including the agency's annually audited financial statements.	No, while disbursements for most programs are issued through SCEIS, it does not allow for overhead and indirect costs to be allocated to all funding sources in the manner required by USDOL. 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Where Agency Budgeted to Spend Money this Year																
Strategy 1.1 - Ensure appropriate controls have been built into all information systems and platforms	*$3,651,180*	$ 84,636	$ 403,917	$ 120,900	$ 89,821	$ 60,698	$ -	$ 6,334	$ 11,004	$ 1,967,579		$ 71,649	$ -	$ -	$ 834,641	
Objective 1.1.1 - *Annually review all agency information security*	*$0*															
Strategy 2.1 - Realize full potential of existing resources	*$3,533,196*	$ 84,636	$ 403,917	$ 120,900	$ 89,821	$ 60,698	$ -	$ 6,334	$ 11,004	$ 1,967,579		$ 71,649	$ -	$ -	$ 630,779	$ 85,878
Objective 2.1.1 - *Reduce associated expenses and improve turnaround time on the resource sharing agreement (RSA) process*	*$0*															
Objective 2.1.2 - *Ensure buildings identified for consolidation are placed on surplus list to be sold by Department of Administration*	*$0*															
Objective 2.1.3 - *Decrease energy consumption by 20% by year*	*$0*															
Strategy 2.2 - Improve improper payment process	*$4,164,673*														$ 4,164,673	
Objective 2.2.1 - *Reduce the number of improper payments received by claimants*	*$0*															
Objective 2.2.2 - *Increase in number of claimants completing the online work search*	*$0*															
Strategy 2.3 - Increase collection rate of taxes owed by businesses	*$7,956,631*									$ 6,327,853					$ 1,628,778	
Objective 2.3.1 - *Increase the percentage of new accounts established within 90 days*	*$0*															
Objective 2.3.2 - *Increase the percentage of wage and contribution reports filed through SCBOS*	*$0*															
Objective 2.3.3 - *Increase the percentage of tax payments received through SCBOS*	*$0*															
Objective 2.3.4 - *Increase the percentage of contributory reports filed timely*	*$0*															
Strategy 2.4 - Increase collection rate of improper payments to claimants	*$2,759,955*									$ 2,759,955						
Objective 2.4.1 - *Increase in amount of overpayments being recovered*	*$0*															
Strategy 2.5 - Meet and/ or exceed federal and state performance measures	*$6,192,156*					$ 1,137,245	$ 28,378			$ 5,026,533						
Objective 2.5.1 - *Repay all outstanding UI loans by 2015 in an effort to rebuild the trust fund*	*$0*															
Objective 2.5.2 - *Ensure > 50% of Higher Authority Appeals (HAA) decisions in each month are issued within 45 days of the appeals file date*	*$0*															
Objective 2.5.3 - *Ensure > 80% of HAA decisions in each month are issued within 75 days of the appeals file date*	*$0*															
Objective 2.5.4 - *Ensure that the average age of active HAA cases at the end of each month is below 40 days*	*$0*															
Objective 2.5.5- *Ensure that Lower Authority Appeals (LAA) meets or exceeds Secretary Standards of 60% of appeals decided within 30 days of the appeal file date*	*$0*															
Objective 2.5.6 - *Ensure that LAA meets or exceeds Secretary Standards of 80% of appeals decided within 45 days of the appeal file date*	*$0*															
Objective 2.5.7 - *Ensure that LAA meets or exceeds acceptable levels of performance (ALP) of ≤ 30 days average case age of pending appeals*	*$0*															

Strategic Budgeting

Objective 2.5.8 - *Ensure that LAA meets DOL quality requirements that at least 80% of cases scored are rated 85% or higher*	*$0*															
Objective 2.5.9 - *Increase the number of unemployment insurance benefit payments meeting the first payment time lapse standards*	*$0*															
Objective 2.5.10 - *Increase the percentage of unemployment insurance benefit determinations meeting the non-monetary determination time lapse standards*	*$0*															
Objective 2.5.11 - *Meet or exceed quality score on separation issues*	*$0*															
Objective 2.5.1 2- *Meet or exceed quality score on non-separation issues*	*$0*															
Objective 2.5.13 - *Meet or exceed number of employer responses to Industry Verification Survey (Units)*	*$0*															
Objective 2.5.1 4- *Meet or exceed number of employer responses to Industry Verification Survey (Employment)*	*$0*															
Objective 2.5.1 5- *Meet or exceed number of employer responses to Occupational Employment Statistics Survey Panels (Units or Employment)*	*$0*															
Objective 2.5.16 - *Ensure that all DOL mandatory reports are submitted by appropriate deadlines*	*$0*															
Strategy 3.1 - Increase the number of individuals entering employment	*$53,791,527*	$ 39,136,242		$ 1,906,651	$ 9,680,172			$ 118,833				$ 1,004,289			$ 1,945,339	
Objective 3.1.1 - *Attain a yearly decline in the average duration of unmployment.*	*$0*															
Objective 3.1.2 - *Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagney-Peyser (WP) and Veteran entered employment rate.*	*$0*															
Objective 3.1.3 - *Increase the WIA, TAA, WP and Veteran employment retention rate.*	*$0*															
Objective 3.1.4 - *Increase the WIA, TAA, WP and Veteran average earnings.*	*$0*															
Objective 3.1.5 - *Increase percentage of WIA, TAA, WP, and Veteran participants who receive training.*	*$0*															
Objective 3.1.6 - *Increase the number of youth placed in employment or education.*	*$0*															
Objective 3.1.7 - *Increase the number of youth who attain a degree or certificate.*	*$0*															
Objective 3.1.8 - *Increase the gains for youth literacy and numeracy.*	*$0*															
Objective 3.1.9 - *Increase the number of positive job referrals.*	*$0*															
Objective 3.1.10 - *Increase the total number of National Career Readiness Certificates (NCRC) issued in each category.*	*$0*															
Objective 3.1.11 - *Increase the total number of customized job fairs facilitated.*	*$0*															
Objective 3.1.12 - *Increase the number of connection and access points for UI filing.*	*$0*															
Objective 3.1.13 - *Monitor initial and weekly claim filings.*	*$0*															
Strategy 3.2 - Increase businesses' use of DEW services	*$8,962,563*		$ 7,609,296						$ 221,907					$ 141,535	$ 989,825	
Objective 3.2.1 - *Increase the number of businesses served with Rapid Response Incumbent Worker Training (RR IWT)*	*$0*															
Objective 3.2.2 - Increase the number of businesses that recognize and support the SC Work Ready Communities (SCWRC) initiative	*$0*															
Objective 3.2.3 - Increase the number of counties meeting SCWRC standards	*$0*															
Objective 3.2.4 - Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)	*$0*															
Objective 3.2.5 - Increase the number of businesses served with on-job-training (OJT)	*$0*															
Objective 3.2.6 - Increase the number of job orders filled	*$0*															
Objective 3.2.7 - Increase the number of businesses issued a Work Opportunity Tax Credit (WOTC)	*$0*															
Objective 3.2.8 - Increase the number of customized data analysis reports (LMI) distributed to workforce, economic development and education partners	*$0*															
Strategy 3.3 - Improve relationships with partners	*$217,374*												$ 5,694		$ 211,680	
Objective 3.3.1 - Increase the total number of students with access to South Carolina Occupational Information System (SCOIS)	*$0*															
Objective 3.3.2 - Increase the number of educational sites with access to SCOIS.	*$0*															
Objective 3.3.3 - Exceed all national Jobs for America's Graduates (JAG) performance measures	*$0*															
Strategy 4.1 - Become more efficient	*$24,475,229*									$ 17,697,564	$ 4,969,829				$ 1,807,836	
Objective 4.1.1 - Improve the efficiency in the handling of UI calls in the call center	*$0*															
Objective 4.1.2 - Procure and implement a new, modern UI benefits system (SCUBI) by 2017	*$0*															
Objective 4.1.3 - Develop and launch a six-series customer service training program for all employees to attend	*$0*															
Strategy 5.1 - Identify training needs of employees.	*$2,816,539*	$ 84,636	$ 403,917	$ 120,900	$ 89,821	$ 60,698	$ -	$ 6,334	$ 11,004	$ 1,967,579		$ 71,649	$ -	$ -	$ -	$ -
Objective 5.1.1 - Provide tools for semi-annual progress towards EPMS goals for managers	*$0*															
Strategy 5.2 - Increase staff morale and employee satisfaction.	*$3,404,692*	$ 84,636	$ 403,917	$ 120,900	$ 89,821	$ 60,698	$ -	$ 6,334	$ 11,004	$ 1,967,579		$ 71,649	$ -	$ -	$ 588,153	$ -
Objective 5.2.1 - Conduct 50 Executive Director listening tours from all levels of the organization	*$0*															
Objective 5.2.2 - Increase by five (5) the number of Workplace Wellness initiatives in place	*$0*															
Objective 5.2.3 - Showcase employee success in each monthly DEWsletter	*$0*															
Objective 5.2.4 - Encourage employees to submit suggestions through the Virtual Suggestion box and address at least 75% of these suggestions	*$0*															
Total Budgeted to Spend on Objectives and Unrelated Purposes: (this should be the same as Amount estimated to have available to spend this fiscal year)	$121,925,716	$39,474,787	$9,224,966	$2,390,250	$10,039,457	$1,380,037	$28,378	$144,169	$265,922	$39,682,223	$4,969,829	$1,290,886	$5,694	$141,535	$12,801,704	$85,878
Funds budgeted for use in subsequent fiscal years.	$125,080,778	① $33,960,225	$0	$1,529,112	$8,959,292	$200,598	$191,976	$44,469	$157,034	② $64,041,410	$0	$1,057,051	$0	$990,279	③ $13,949,332	$0

① WIOA funds have a three-year life at the State level. 85% of WIOA funds (90% Adult, 90% Youth, 85% Dislocated Worker) are passed through to the Local Workforce Development Areas (LWDAs). LWDAs typically spend the majority of WIOA funds in the second year resulting in a large carry-forward amount. Additionally, 15% of Dislocated Worker funds are set aside for Rapid Response. Those funds are generally held in reserve by the State in case of a permanent closure or mass layoff at a plant, facility, or enterprise, or natural disaster that results in mass job dislocation in order to assist dislocated workers obtain reemployment as soon as possible.

②	UI Administrative grant funds include a $50M supplemental budget request granted in FFY 2011 for the Southeastern Consortium of Unemployment Benefits Integration (SCUBI) project. This project, which is currently underway, will modernize and replace outdated UI benefits systems for South Carolina, Georgia, and North Carolina. South Carolina was the lead procurement state, and was granted the consortium funds directly by UDSOL. Of the $64M expected carry-forward, $45M represents SCUBI funds obligated to the development vendor. Vendor payments are only made upon approval of specific project/system deliverables. The agency expects the project to be completed, and funds expended, by summer of 2017. In addition, since the UI grant runs on a federal fiscal year (Oct-Sept), and since valid UI expenses may be obligated/expended through the 5th quarter (December) approximately $14.5M in carry-forward funding will be spent from July through December of 2016.
③	Of the approximately $14M in expected carry-in of contingency funds into FY16-17, $8.9M is budgeted for commitments during the 16-17 fiscal year. In addition, because the agency is primarily funded by a series of USDOL grants, the agency must be able to expand/contract as federal grant revenues fluctuate on an annual and sometimes quarterly basis. In the event of an economic downturn, the demand for DEW’s services will experience an immediate spike, and the agency must be able to quickly respond by staffing-up in many areas. While some federal grant sources should ultimately increase funding to respond to this workload spike, significant funding lag times (from 3-6 months at a minimum) must be mitigated with non-federal funds in order to meet the demands of the state’s citizens and business community. As this fund represents the agency's only significant source of non-federal funds, the Contingency fund must also maintain adequate reserves for potential lapses in federal funding associated with the federal budget process, to ensure services can continue to be provided during a federal government shutdown.

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 5 - Develop employee-manager training. Increase employee engagement through relevant and effecrive employee and manager training in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 5.2 - Increase staff morale and employee satisfaction.	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 5.2.4 - *Encourage employees to submit suggestions through the Virtual Suggestion box and address at least 75% of these suggestions*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	Division of Human Resources and Division of Administration, Support, and Operations	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Division of Human Resources and Division of Administration, Support, and Operations	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,404,692	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 5.2.4 - Encourage employees to submit suggestions through the Virtual Suggestion box and address at least 75% of these suggestions	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	

Objective Details

Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 5 - Develop employee-manager training. Increase employee engagement through relevant and effective employee and manager training in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 5.2 - Increase staff morale and employee satisfaction.	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 5.2.3 - *Showcase employee success in each monthly DEWsletter*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	Division of Human Resources and Division of Administration, Support, and Operations	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Division of Human Resources and Division of Administration, Support, and Operations	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,404,692	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 5.2.3 - Showcase employee success in each monthly DEWsletter	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 5 - Develop employee-manager training. Increase employee engagement through relevant and effective employee and manager training in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 5.2 - Increase staff morale and employee satisfaction.	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 5.2.2 - *Increase by five (5) the number of Workplace Wellness initiatives in place*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	Division of Human Resources and Division of Administration, Support, and Operations	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Division of Human Resources and Division of Administration, Support, and Operations	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,404,692	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 5.2.2 - Increase by five (5) the number of Workplace Wellness initiatives in place	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT
Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 5 - Develop employee-manager training. Increase employee engagement through relevant and effective employee and manager training in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 5.2 - Increase staff morale and employee satisfaction.	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 5.2.1 - *Conduct 50 Executive Director listening tours from all levels of the organization*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	Division of Human Resources and Division of Administration, Support, and Operations	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Division of Human Resources and Division of Administration, Support, and Operations	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,404,692	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 5.2.1 - Conduct 50 Executive Director listening tours from all levels of the organization	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 5 - Develop employee-manager training. Increase employee engagement through relevant and effective employee and manager training in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 5.1 - Identify training needs of employees.	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 5.1.1 - *Provide tools for semi-annual progress towards EPMS goals for managers*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	Employees will have the tools and the motivation to provide better service to South Carolinians and businesses in South Carolina.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	Division of Human Resources and Division of Administration, Support, and Operations	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Division of Human Resources and Division of Administration, Support, and Operations	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$2,816,539	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 5.1.1 - Provide tools for semi-annual progress towards EPMS goals for managers	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 4 - Develop a strategic vision for customer service. Improve customer experiences by increasing efficiency in service delivery and the manner in which relevant information is received by the public in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 4.1 - Become more efficient	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 4.1.3 - *Develop and launch a six-series customer service training program for all employees to attend*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	South Carolinians will have more trust in the agency, its services, and the state.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	DEW Senior Leadership	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	DEW Senior Leadership	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$24,475,229	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 4.1.3 - Develop and launch a six-series customer service training program for all employees to attend	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies (“Reviews”) of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 4 - Develop a strategic vision for customer service. Improve customer experiences by increasing efficiency in service delivery and the manner in which relevant information is received by the public in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 4.1 - Become more efficient	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 4.1.2 - *Procure and implement a new, modern UI benefits system (SCUBI) by 2017*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	South Carolinians will have more trust in the agency, its services, and the state.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	DEW Senior Leadership	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	DEW Senior Leadership	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$24,475,229	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 4.1.2 - Procure and implement a new, modern UI benefits system (SCUBI) by 2017	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 4 - Develop a strategic vision for customer service. Improve customer experiences by increasing efficiency in service delivery and the manner in which relevant information is received by the public in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	N/A	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 4.1 - Become more efficient	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 4.1.1 - *Improve the efficiency in the handling of UI calls in the call center*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	South Carolinians will have more trust in the agency, its services, and the state.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	DEW Senior Leadership	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	DEW Senior Leadership	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$24,475,229	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	
PERFORMANCE MEASURES		

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 4.1.1 - Improve the efficiency in the handling of UI calls in the call center	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.3 - Improve relationships with partners	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.3.3 - *Exceed all national Jobs for America's Graduates (JAG) performance measures*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$217,374	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	
PERFORMANCE MEASURES		

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.3.3 - Exceed all national Jobs for America's Graduates (JAG) performance measures	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
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POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.3 - Improve relationships with partners	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.3.2 - *Increase the number of educational sites with access to SCOIS.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$217,374	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.

1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.

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Objective Details

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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.3.2 - Increase the number of educational sites with access to SCOIS.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies (“Reviews”) of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

Objective Details

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.3 - Improve relationships with partners	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.3.1 - *Increase the total number of students with access to South Carolina Occupational Information System (SCOIS)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$217,374	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.3.1 - Increase the total number of students with access to South Carolina Occupational Information System (SCOIS)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.8 - *Increase the number of customized data analysis reports (LMI) distributed to workforce, economic development and education partners*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.8 - Increase the number of customized data analysis reports (LMI) distributed to workforce, economic development and education partners	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	

Objective Details

Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.7 - *Increase the number of businesses issued a Work Opportunity Tax Credit (WOTC)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	
PERFORMANCE MEASURES		

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.7 - Increase the number of businesses issued a Work Opportunity Tax Credit (WOTC)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.6 - *Increase the number of job orders filled*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	
PERFORMANCE MEASURES		

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, “Performance Measure,” enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results,” enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - “Agency did not use PM during this year.”
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.6 - Increase the number of job orders filled	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

Objective Details

REVIEWS/AUDITS

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Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

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Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.5 - *Increase the number of businesses served with on-job-training (OJT)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.5 - Increase the number of businesses served with on-job-training (OJT)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

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PARTNERS

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Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
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# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.4 - *Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
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Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
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Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.4 - Increase the number of new and repeat business customers in all categories (small, medium, and large businesses)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.3 - *Increase the number of counties meeting SCWRC standards*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.3 - Increase the number of counties meeting SCWRC standards	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart.   It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.2 - Increase businesses' use of DEW services	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.2.2 - *Increase the number of businesses that recognize and support the SC Work Ready Communities (SCWRC) initiative*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.2 - Increase the number of businesses that recognize and support the SC Work Ready Communities (SCWRC) initiative	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
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If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
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Most Potential Negative Impact	
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Outside Help to Request	
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Objective Details

3 General Assembly Options	

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

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Strategic Plan Context		
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Objective		
Objective # and Description:	Objective 3.2.1 - *Increase the number of businesses served with Rapid Response Incumbent Worker Training (RR IWT)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
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Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$8,962,563	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.2.1 - Increase the number of businesses served with Rapid Response Incumbent Worker Training (RR IWT)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.13 - *Monitor initial and weekly claim filings.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.13 - Monitor initial and weekly claim filings.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

Objective Details

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.12 - *Increase the number of connection and access points for UI filing.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Types of Performance Measures:
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.12 - Increase the number of connection and access points for UI filing.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.11 - *Increase the total number of customized job fairs facilitated.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.11 - Increase the total number of customized job fairs facilitated.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

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PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.10 - *Increase the total number of National Career Readiness Certificates (NCRC) issued in each category.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
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Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.10 - Increase the total number of National Career Readiness Certificates (NCRC) issued in each category.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.9 - *Increase the number of positive job referrals.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.9 - Increase the number of positive job referrals.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

Objective Details

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
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Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.8 - *Increase the gains for youth literacy and numeracy.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Types of Performance Measures:
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.8 - Increase the gains for youth literacy and numeracy.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

Objective Details

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

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Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
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Objective		
Objective # and Description:	Objective 3.1.7 - *Increase the number of youth who attain a degree or certificate.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
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Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.7 - Increase the number of youth who attain a degree or certificate.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions :   Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions :   Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to <u>complete for each Objective</u> listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.6 - *Increase the number of youth placed in employment or education.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.6 - Increase the number of youth placed in employment or education.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.5 - *Increase percentage of WIA, TAA, WP, and Veteran participants who receive training.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.5 - Increase percentage of WIA, TAA, WP, and Veteran participants who receive training.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.4 - *Increase the WIA, TAA, WP and Veteran average earnings.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.4 - Increase the WIA, TAA, WP and Veteran average earnings.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT
Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.3 - *Increase the WIA, TAA, WP and Veteran employment retention rate.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.3 - Increase the WIA, TAA, WP and Veteran employment retention rate.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 3 - Perform deliberate strategies for exceptional customer service delivery. Increase the use of services provided by DEW to South Carolinians and South Carolina businesses in conjunction with business partners in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.2 - *Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagney-Peyser (WP) and Veteran entered employment rate.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.2 - Increase the Workforce Investment Act (WIA), Trade Assistance Adjustment (TAA), Wagney-Peyser (WP) and Veteran entered employment rate.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

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Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
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Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 3.1 - Increase the number of individuals entering employment	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 3.1.1 - *Attain a yearly decline in the average duration of employment.*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$53,791,527	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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How the Agency is Measuring its Performance		
Objective Number and Description	Objective 3.1.1 - Attain a yearly decline in the average duration of employment.	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.16 - *Ensure that all DOL mandatory reports are submitted by appropriate deadlines*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.16 - Ensure that all DOL mandatory reports are submitted by appropriate deadlines	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

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PARTNERS

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

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# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.15- *Meet or exceed number of employer responses to Occupational Employment Statistics Survey Panels (Units or Employment)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
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Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
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Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
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PERFORMANCE MEASURES

Objective Details

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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.15- Meet or exceed number of employer responses to Occupational Employment Statistics Survey Panels (Units or Employment)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

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Objective		
Objective # and Description:	Objective 2.5.14- *Meet or exceed number of employer responses to Industry Verification Survey (Employment)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
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Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.14- Meet or exceed number of employer responses to Industry Verification Survey (Employment)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
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Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.13 - *Meet or exceed number of employer responses to Industry Verification Survey (Units)*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.13 - Meet or exceed number of employer responses to Industry Verification Survey (Units)	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.12- *Meet or exceed quality score on non-separation issues*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
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3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.12- Meet or exceed quality score on non-separation issues	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.11 - *Meet or exceed quality score on separation issues*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.11 - Meet or exceed quality score on separation issues	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

Objective Details

REVIEWS/AUDITS

Instructions :   Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions :   Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.10 - *Increase the percentage of unemployment insurance benefit determinations meeting the non-monetary determination time lapse standards*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.10 - Increase the percentage of unemployment insurance benefit determinations meeting the non-monetary determination time lapse standards	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.9 - *Increase the number of unemployment insurance benefit payments meeting the first payment time lapse standards*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.9 - Increase the number of unemployment insurance benefit payments meeting the first payment time lapse standards	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.8 - *Ensure that LAA meets DOL quality requirements that at least 80% of cases scored are rated 85% or higher*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.8 - Ensure that LAA meets DOL quality requirements that at least 80% of cases scored are rated 85% or higher	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.7 - *Ensure that LAA meets or exceeds acceptable levels of performance (ALP) of ≤ 30 days average case age of pending*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions: Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.7 - Ensure that LAA meets or exceeds acceptable levels of performance (ALP) of ≤ 30 days average case age of pending	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions: Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.6 - *Ensure that LAA meets or exceeds Secretary Standards of 80% of appeals decided within 45 days of the appeal file date*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.6 - Ensure that LAA meets or exceeds Secretary Standards of 80% of appeals decided within 45 days of the appeal file date	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.5 - *Ensure that Lower Authority Appeals (LAA) meets or exceeds Secretary Standards of 60% of appeals decided within 30 days of the appeal file date*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.5 - Ensure that Lower Authority Appeals (LAA) meets or exceeds Secretary Standards of 60% of appeals decided within 30 days of the appeal file date	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

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Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.4 - *Ensure that the average age of active HAA cases at the end of each month is below 40 days*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.4 - Ensure that the average age of active HAA cases at the end of each month is below 40 days	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.3 - *Ensure > 80% of HAA decisions in each month are issued within 75 days of the appeals file date*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.3 - Ensure > 80% of HAA decisions in each month are issued within 75 days of the appeals file date	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.2 - *Ensure > 50% of Higher Authority Appeals (HAA) decisions in each month are issued within 45 days of the appeals file date*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.2 - Ensure > 50% of Higher Authority Appeals (HAA) decisions in each month are issued within 45 days of the appeals file date	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.5 - Meet and/ or exceed federal and state performance measures	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.5.1 - *Repay all outstanding UI loans by 2015 in an effort to rebuild the trust fund*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$6,192,156	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.5.1 - Repay all outstanding UI loans by 2015 in an effort to rebuild the trust fund	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
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What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.4 - Increase collection rate of improper payments to claimants	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.4.1 - *Increase in amount of overpayments being recovered*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$2,759,955	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.4.1 - Increase in amount of overpayments being recovered	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

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PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.3 - Increase collection rate of taxes owed by businesses	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.3.4 - *Increase the percentage of contributory reports filed timely*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$7,956,631	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.3.4 - Increase the percentage of contributory reports filed timely	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

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PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
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# and description of Strategy the Objective is under:	Strategy 2.3 - Increase collection rate of taxes owed by businesses	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.3.3 - *Increase the percentage of tax payments received through SCBOS*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
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Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$7,956,631	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.3.3 - Increase the percentage of tax payments received through SCBOS	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

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PARTNERS

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.3 - Increase collection rate of taxes owed by businesses	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.3.2 - *Increase the percentage of wage and contribution reports filed through SCBOS*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$7,956,631	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.3.2 - Increase the percentage of wage and contribution reports filed through SCBOS	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.3 - Increase collection rate of taxes owed by businesses	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.3.1 - *Increase the percentage of new accounts established within 90 days*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$7,956,631	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.3.1 - Increase the percentage of new accounts established within 90 days	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.2 - Improve improper payment process	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.2.2 - *Increase in number of claimants completing the online work search*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$4,164,673	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.2.2 - Increase in number of claimants completing the online work search	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.2 - Improve improper payment process	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.2.1 - *Reduce the number of improper payments received by claimants*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$4,164,673	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.2.1 - Reduce the number of improper payments received by claimants	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies (“Reviews”) of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.1 - Realize full potential of existing resources	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.1.3 - *Decrease energy consumption by 20% by year 2020*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,533,196	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.1.3 - Decrease energy consumption by 20% by year 2020	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.1 - Realize full potential of existing resources	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.1.2 - *Ensure buildings identified for consolidation are placed on surplus list to be sold by Department of Administration*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,533,196	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.1.2 - Ensure buildings identified for consolidation are placed on surplus list to be sold by Department of Administration	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
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POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

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Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 2 - Improvements to business processes. Improve processes by increasing utilization of existing resources and improve the efficiency of existing programs by meeting or exceeding all state and federal performance measures in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 2.1 - Realize full potential of existing resources	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 2.1.1 - *Reduce associated expenses and improve turnaround time on the resource sharing agreement (RSA) process*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	*N/A*	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	State and federal resources will be used to directly impact South Carolinians	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	All DEW Employees	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	Agency wide	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Agency wide	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,533,196	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.
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Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection
Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.
Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	Objective 2.1.1 - Reduce associated expenses and improve turnaround time on the resource sharing agreement (RSA) process	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	

Objective Details

Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:	Goal 1 - Information Security Ensure that all information systems, platforms, and policies adhere to security best practices in 2016.	Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:	State and Federal	Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:	Strategy 1.1 - Ensure appropriate controls have been built into all information systems and platforms	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:	Objective 1.1.1 - *Annually review all agency information security policies*	Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:	N/A	Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:	The personally identifiable information that the agency works with for both South Carolinians and employees is protected.	Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:	Division of Organizational Integrity and Division of Information and Business Solutions	Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:	Inception of goal to date	
Position:	*see Mission, Vision & Goals	
Office Address:	1550 Gadsden Street, Columbia, South Carolina 29202	
Department or Division:	Division of Organizational Integrity and Division of Information and Business Solutions	
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:	$3,651,180	Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Objective Details

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.
1) In the cell next to, “Performance Measure,” enter the performance measure just like the agency did in the accountability report.
2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).
3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results,” enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - “Agency did not use PM during this year.”
4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Types of Performance Measures:
Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.
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How the Agency is Measuring its Performance		
Objective Number and Description	Objective 1.1.1 - Annually review all agency information security policies	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
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Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	

Objective Details

3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Reporting Requirements

Agency Responding	South Carolina Department of
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

Instructions :
List all reports, if any, the agency is required to submit to a state, federal or outside entity on a regular basis. Insert the name of each report in a separate column and answer the questions below it. Add as many columns as needed.
PLEASE NOTE: All information the agency provides in the rows below the row labeled, "Date the Report was last submitted," should apply to when the agency most recently submitted the report (i.e. date report was last submitted).

Agency Responding														
Report #	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Report Name:	Restructuring Report	Accountability Report	SCUBI Consortium Report	DOL Quarterly Narrative Progress Report ETA Form-9165	Appeals Pending Supplement	South Carolina Attorney General's Annual Insurance Fraud Report	Benefit Appeals Report ETA-5130	Energy Annual Progress Report	CPIP - Comprehensive Permanent Improvement Plan	Property Report	Recycling Report	Bank Account Transparency Proviso Report	Fines and Fees Report Proviso Report	Indirect Cost Rate Proposal
Why Report is Required														
Legislative entity requesting the agency complete the report:	House Legislative Oversight Committee	Executive Budget Office	US Congress	US Department of Labor	US Department of Labor	SC Attorney General	US Department of Labor	Office of Regulatory Staff	Executive Budget Office	Dept of	DHEC	SC Legislature	Chairman of	USDOL
Law which requires the report:				This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-new.	DOL UIPL 10-96	S.C. Code Ann. Sec. 41-27-580 and -590	DOL UIPL 10-96	State Government Energy Conservation Act (§ 48-52-610 through 680 and § 48-52-910, Code of Laws of South Carolina). In addition, the energy consumption data you provide will be	§ 2-47-55 SC Code of Laws	Proviso 118.2 FY 2013-2014 General Appropriations Act	SC Solid Waste Policy and Management Act of 1991	Proviso 117.84	Proviso 117.75	2 CFR Part 200
Agency's understanding of the intent of the report:			Status update keeping federal legislative and administrative bodies informed as to the disposition and level of completion of the SCUBI project.	The reason for the collection of information is general program oversight, evaluation, and performance assessment by the DOL for the management of Supplemental Budget Requests/Funds given to SC DEW.	workload measurement review	assist SC Attorney General with its annual report to the General Assembly on Insurance Fraud	workload measurement review	Energy conservation plan	Permanent improvement plan	Inventory of Agency's Real Property	Report on agency's recycling efforts	Promotion of fiscal transparency for agencies utilizing composite reservoir accounts	Promotion of fiscal transparency for agencies collecting fees and fines	Federal review of the agency's adherence to its federally approved cost allocation plan.
Year agency was first required to complete the report:			2013	2015				2009	1994	2013	2008	unknown	unknown	1934
Reporting frequency (i.e. annually, quarterly, monthly):			quarterly	Quarterly	monthly	annually	monthly	Annually	Annually	As requested-	Annually	Annual	Annual	Annual
Information on Most Recently Submitted Report														
Date Report was last submitted:			2/17/2016	2/12/2016	3/1/2016	2/4/2016	3/1/2016	29-Aug-15	2/29/2016	12/13/2013	9/11/2015	9/30/2015	8/31/2015	12/18/2015
Timing of the Report														
Month Report Template is Received by Agency:			N/A	Template used for last submission was provided October 2015.	n/a	n/a	n/a	July	January	October	July	August	NA	NA
Month Agency is Required to Submit the Report:			Jan, Mar, Jun, Dec	February (1.5 months after close of latest quarter)	by the 20th of every month	first quarter of calendar year	by the 20th of every month	September	March	December	September	October	September	December
Where Report is Available & Positive Results														
To whom the agency provides the completed report:			USDOL	US Department of Labor and SC DEW Executive Staff	US Department of Labor	SC Attorney General	US Department of Labor	Office of Regulatory Staff	Executive Budget Office	Dept of Administration	DHEC	Chairman of Senate Finance and Chairman of Ways and Means	Department of Administration	USDOL Division of Cost Determination
Website on which the report is available:			dol.gov	N/A		http://www.scag.gov/insurance-fraud		www.energy.sc.gov	www.admin.sc.gov	www.admin.sc.gov	www.scdhec.gov	www.dew.sc.gov	www.dew.sc.gov	NA
If it is not online, how can someone obtain a copy of it:				Copies can be obtained through SC DEW's Division of Business Solutions	US Department of Labor	SC Attorney General	US Department of Labor					NA	NA	By request
Positive results agency has seen from completing the report:			Funding continues to be approved by federal legislators for project completion	Consistent oversight ensures that projects being funded through the program are performing as expected and achieving the results desired.	awareness of workload and productivity	recognition of prosecution activity	awareness of workload and productivity	Continuous improvement on energy use and savings	Continuous improvement on physical facilities	Consolidation of agency owned property	Continuous improvement of agency's recycling efforts	Improved financial transparency.	Improved financial transparency.	Federal approval of the agency's budgetary rate on an annual basis.

Information in all these rows should be for when the agency completed the report most recently

Restructuring Recommendations and Feedback

Agency Responding	South Carolina Department of Employment and Workforce
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-16

RESTRUCTURING RECOMMENDATIONS

Instructions: Please answer the questions below and add as many rows as needed.

Does the agency have any recommendations, minor or major, for restructuring?	

If the agency has recommendations for restructuring, list each one on a separate row in the chart below. Add as many rows as needed.

Does the agency recommendation require legislative action?	Recommendation for restructuring
No	

FEEDBACK (Optional)

Instructions: Please answer the questions below to provide feedback on this Annual Restructuring Report ("Report").

Please list 1-3 benefits the agency sees in the public having access to the information requested in the Report, in the format it was requested.	Please list 1-3 benefits to agency management and employees in having all of this information available in one document.	Now that the agency has completed the Report, please list 1-3 things the agency could do differently next year (or it could advise other agencies to do) to complete the Report in less time and at a lower cost to the agency.
1 It is the agency's position to provide a full and transparent account of our goals and responsibilities.	1 This document provides all DEW employees of a holistic account of the agency's goals and achievements.	1 DEW is grateful for the Oversight Committee staff sitting down with us to discuss the format of this report. We would greatly appreciate an amended version of the 'Strategic Budgeting' tab to allow us to fully display and explain how our budget works.
2	2	2
3	3	3

Does the agency believe this year's Restructuring Report was less burdensome than last year's?	Please list 1-3 changes to the Report questions, format, etc. the agency recommends to ensure the Report provides the best information to the public and General Assembly, in the least burdensome way to the agency.	Please add any other feedback the agency would like to provide (add as many additional rows as necessary)
Yes	1	
Why or why not?	2	
This format was very time consuming and difficult to both explain and display how DEW's budget works.	3	

Agencies are not required to do anything in this worksheet. This worksheet is part of the document so the proper drop down menues can be available in the other tabs.

Is Performance Measure Required?
State
Federal
Only Agency Selected

Type of Performance Measure
Outcome
Efficiency
Output
Input/Explanatory/Activity

Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

State/Local Government Entity
College/University
Business, Association or Individual

Does the Agency have any restructuring recommendations
Yes
No

Does the agency believe this year's Restructuring Report was less burdensome than last year's?
Yes
No