

Annual RFI Checklist

Agency Responding	Office of Comptroller General
Date of Submission	12/1/2016

INSTRUCTIONS: For all agencies under study which have had a full Committee report issued, the agency's information is posted on the Oversight Committee's website in a new format. To ensure this information stays current, please check whether the agency has reviewed online each of the items in this tab, as well as provide any additional explanation needed. If this information is not online for the agency, type "Not Online."

(1) Has the agency reviewed the following information about the agency on the House Oversight webpages? (Y/N)	
History	Yes
Governing Body	Yes
Internal Audit Process	Yes
External Audit Process	Yes
Contact this Agency page	Yes

(2) Are any changes needed to update the following information? (Y/N)	
History	No
Governing Body	No
Internal Audit Process	No
External Audit Process	Yes
Contact this Agency page	No

(3) If the agency indicated changes are needed, has the agency provided information about the changes needed with its submission of this Request for Information? (Y/N)	
History	N/A
Governing Body	N/A
Internal Audit Process	N/A
External Audit Process	Yes. Missing State Auditor's Report on Accounting Records and Internal Controls - Based on Agreed-Upon Procedures (FY ending June 30, 2015), available at: http://osa.sc.gov/Reports/stateengagements/Documents/YearEnded2015/E1215%20(AUP).pdf
Contact this Agency page	N/A

(4) How many of the following did the agency undergo this past year? Please attach a copy of each report.	
Internal Audit	0
External Audit	0

Note: The CGO page on the Oversight Committee's website is missing the state's FY 2015 Comprehensive Annual Financial Report (CAFR) and FY 2016 Accountability Report. See this link:
<http://www.scstatehouse.gov/CommitteeInfo/HouseLegislativeOversightCommittee/AgencyWebpages/ComptrollerGeneral/reporting/requirements.php>

Strategic Plan

Agency Responding	Office of Comptroller General
Date of Submission	12/1/2016

INSTRUCTIONS: In this Chart, please provide information, similar to how the agency provided in the previous year’s Restructuring Report. However, ensure the information is current for 2016-17. Highlight any cells where changes are made from the last Restructuring Report. If the information for 2016-17 is the same as the agency reported in 2015-16, please type “Same as 2015-16” in the first row and move on to the next tab.

Mission:	Same as 2015-16	Legal Basis:	Same as 2015-16
Vision:	Same as 2015-16	Legal Basis:	Same as 2015-16

Strategic Plan Part and Description	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome	Responsible Employee (Name, Position, Responsible more/less than 3 years)	Office Address:	Department or Division:	Department or Division Summary:
Goal 1 - To verify the validity and legality of vendor payment requests by state agencies and process statewide payroll accurately and timely	Accountable, efficient, timely operation of the agency's Statewide Payroll/Accounts Payable Division (<i>program area</i>)	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	1200 Senate St.; 352 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Strategy 1.1 - Process disbursement requests by agencies in a timely manner	Prompt, efficient accounts payables operation for the state, its vendors and agencies	Jennifer Broughton, Audits Manager II, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 1.1.1 - Process disbursement requests by agencies within four (4) business days	Prompt, efficient accounts payables operation for the state, its vendors and agencies	Jennifer Broughton, Audits Manager II, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Strategy 1.2 - Process annual 1099s in a timely manner	Compliance with Internal Revenue Service requirements and expeditious provision of required tax filing information to approximately 9,000 vendors	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 1.2.1 - Issue 1099s by Jan. 31 annually	Compliance with Internal Revenue Service requirements	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Strategy 1.3 - Process semi-monthly payroll in a timely manner	Compliance with state statutory and regulatory requirements for approximately 45,000 state employees	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 1.3.1 - Process payroll on the 1st and 16th of each month	Compliance with state statutory and regulatory requirements for approximately 45,000 state employees	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 1.3.2 - Process approx. 32,000 special voluntary deductions for state employees each payroll, including premiums for insurance products not offered by state government, elective credit union deposits, withholdings for voluntary defined contribution retirement plans, tax liens, and court-ordered wage garnishments	Assist state employees and vendors by processing these employee-requested or court-mandated transactions	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies

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Strategy 1.4 - Issue annual W-2s in a timely manner	Compliance with Internal Revenue Service requirements and expeditious provision of required tax filing information to approximately 50,000 current or former state employees	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 1.4.1 - Issue W-2s by Jan. 31 annually	Compliance with Internal Revenue Service requirements	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	1200 Senate St.; 354 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Strategy 1.5 - Assist agencies by responding to tickets we receive from the SCEIS Help Desk relating to agencies' questions about vendor payments and payroll processing	Accurate and efficient use of SCEIS by agencies	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	1200 Senate St.; 352 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 1.5.1 - Clear SCEIS Help Desk tickets within five (5) business days	Accurate and efficient use of SCEIS by agencies	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	1200 Senate St.; 352 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Goal 2 - To produce the State's Comprehensive Annual Financial Report (CAFR) on a timely basis and enhance the State's financial reporting operations	Accountable, efficient, timely operation of the agency's Statewide Financial Reporting Division (<i>program area</i>)	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Strategy 2.1 - Produce the CAFR in accordance with generally accepted accounting principles and all Governmental Accounting Standards Board requirements	Compliance with federal and state requirements	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.1.1 - Publicly release the CAFR by Dec. 31 each year	Provision of timely, accurate state financial information to the General Assembly, bond rating agencies, investors in state bonds, citizens and other stakeholders	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.1.2 - Qualify for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association	Recognition of the State's CAFR as an exemplary financial report	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Strategy 2.2 - Develop internal systems solutions to improve CAFR timeliness	Acceleration of CAFR production	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.2.1 - Accelerate the financial reporting and CAFR completion processes, saving additional personnel costs in the process	Extraction of financial information in a more efficient and timely process	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Strategy 2.3 - Close the State's books for the previous fiscal year and issue accurate, timely year-end press release	Provision of accurate, timely fiscal-year-end accounting of the state's finances to state budget officials and the public	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)

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Objective 2.3.1 - Issue year-end release no later than Aug. 31	Provision of accurate, timely fiscal-year-end accounting of the state's finances to state budget officials and the public	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Strategy 2.4 - Improve competency of accounting personnel throughout state government by offering relevant and low-cost training	Increase the quality of accounting functions in state government	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.4.1 - Coordinate providing low-cost "Continuing Professional Education" (CPE) training among CPAs in CG's Office, State Auditor's Office, and State Treasurer's Office (Note: SC Board of Accountancy requires every CPA to complete 40 hrs. of CPE annually as a condition of retaining professional certification. This training initiative helps state government CPAs meet that costly requirement.)	Provides a better trained workforce	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Strategy 2.5 - Implement and assist in the development of Governmental Accounting Standards Board (GASB) standards	Input in the formulation of new GASB standards	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.5.1 - Implement all new applicable GASB standards	Compliance with state requirements to adhere to Generally Accepted Accounting Principles (GAAP)	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.5.2 - Respond to all opportunities to provide input on the development of new GASB standards	Input in the formulation of new GASB standards	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Strategy 2.6 - Maintain active membership in the National Association of State Auditors, Comptrollers and Treasurers (NASACT)	Networking, information sharing, and professional development to improve the agency's functions	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Objective 2.6.1 - Respond to all NASACT inquires seeking agency feedback on new GASB standards and various agency operations	Input in the formulation of new GASB standards and information sharing about states' accounting practices to potentially improve the agency's functions	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Financial Reporting	Produces the State’s Comprehensive Annual Financial Report (CAFR)
Goal 3 - To provide centralized accounting of the State's financial activities in accordance with the program structure mandated by the S.C. General Assembly	Accountable, efficient, timely operation of the agency's Statewide Accounting Division <i>(program area)</i>	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Strategy 3.1 - Provide timely accounting support to other state agencies as requested or upon finding any incorrectly entered daily accounting transactions	Compliance with state statutory, regulatory and budget requirements and accurate operation of the state accounting system(s)	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees

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Objective 3.1.1 - Produce and maintain an up-to-date online manual of SCEIS accounting practices and procedures	Greater efficiency in operating the state accounting system	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Objective 3.1.2 - Provide online Closing Packages with instructions for use by other agencies' accounting personnel at year end (by June 30)	Greater efficiency in operating the state accounting system	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Objective 3.1.3 - Ensure agreement of transactions posted in SCEIS and STARS:	Accurate, consistent data in both the State's current and legacy accounting programs	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Objective 3.1.4 - Assemble multi-agency working group monthly to analyze the State's fiscal month and fiscal year-to-date revenue collections to determine accuracy and completeness	Provides BEA greater confidence in monthly revenues being recorded by state agencies and used to forecast revenues for the legislative budget process	Richard Eckstrom, Comptroller General, Responsible More Than 3 Years	1200 Senate St.; 304 Wade Hampton Office Building; Columbia, S.C. 29201	Agency Head	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Strategy 3.2 - Administer state government's Unemployment Compensation Fund for State employees	Protects state employees in event of lost employment	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Objective 3.3.1 - Determine appropriate annual premiums to bill and collect from state agencies, account for claims paid by third-party administrator, and monitor fund earnings	Protects state employees in event of lost employment	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Goal 4 - To serve citizens and state government by providing financial and other information that promotes openness and accountability in government and by supporting other worthwhile endeavors	Accountable, efficient, timely provision of the agency's Other Services <i>(program area)</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Strategy 4.1 - Meet or exceed all statutory requirements for information disclosure	Compliance with state law and provision of public information in a timely manner	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 4.1.1 - Respond to S.C. Freedom of Information Act (FOIA) requests within an average of 10 or fewer business days	Provision of timely public information produces customer satisfaction and increases trust in government	Eric Ward, Public Information Director, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Strategy 4.2 - Provide citizens financial information in a convenient, understandable, and interesting manner	Make more public information readily available online that is useful and user-friendly for the General Assembly, citizens, the media, and any other stakeholder	Eric Ward, Public Information Director, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service

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Objective 4.2.1 - Maintain statewide transparency website	Make more public information readily available online that is useful and user-friendly for the General Assembly, citizens, the media, and any other stakeholder	Eric Ward, Public Information Director, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Objective 4.2.2 - Increase use of website (increase site visits) by improving format and expanding content, and by soliciting the media to inform the public on the website's existence	Make more public information readily available online that is useful and user-friendly for the General Assembly, citizens, the media, and any other stakeholder	Eric Ward, Public Information Director, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Strategy 4.3 - Provide details of travel expenditures incurred by personnel of all state agencies	Increased scrutiny serves as a potential deterrent to unnecessary publicly-funded travel	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 4.3.1 - Issue and distribute annual Statewide Travel Report by statutory deadline (Nov. 1)	Increased scrutiny serves as a potential deterrent to unnecessary publicly-funded travel	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	1200 Senate St.; 321 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Accounting Services	Accounts for the state’s financial activities and administers the state’s Unemployment Compensation Fund for state employees
Objective 4.3.2 - Post annual Statewide Travel Report on statewide transparency website by Nov. 1	Increased scrutiny serves as a potential deterrent to unnecessary publicly-funded travel	Eric Ward, Public Information Director, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Strategy 4.4 - Administer the State's Purchasing-Card (P-Card) Rebate Program	P-Card usage reduces the State's cost of processing small purchases and earns rebate revenue for the state General Fund and for qualifying agencies	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	1200 Senate St.; 352 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 4.4.1 - Monitor annual spend volume and disburse P-Card rebate revenue to General Fund and qualifying agencies	P-Card program promotes efficiency and provides revenue to state government	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	1200 Senate St.; 352 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Objective 4.4. 2 - Produce monthly report of P-Card spending by each state agency including the detailed spending by each agency's cardholders and post report on statewide transparency website	Encouraging scrutiny of spending by posting P-Card spending details online serves as potential deterrent to improper or unnecessary use	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	1200 Senate St.; 352 Wade Hampton Office Building; Columbia, S.C. 29201	Statewide Payroll/Accounts Payable	Processes state payroll and vendor payment and other disbursement requests from state agencies
Goal 5 - To effectively manage the divisions, programs, and overall operation of the Comptroller General's Office and to participate in and support other statewide initiatives	Accountable, efficient, timely operation of the agency's Administration Division <i>(program area)</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Strategy 5.1 - Manage agency budget by avoiding "cost creep" in providing services	Assuring appropriate return on investment for services performed	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives

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Objective 5.1.1 - Monitor annual cost of each program area (Statewide Accounts Payable/Payroll, Statewide Financial Reporting, Statewide Accounting, Other Services, Administration) on a monthly basis and confront any increases if observed	Assuring appropriate return on investment for services performed	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Strategy 5.2 - Fulfill all legal and administrative mandates on the agency	Compliance with state laws and regulations and with directives from General Assembly	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 5.2.1 - Present concise and accurate annual summaries of agency operations to Budget subcommittees of House and Senate	Compliance with state laws and directives from General Assembly and provision of assistance in budget process	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 5.2.2 - Submit Annual Accountability Report by agreed-upon deadline	Compliance with state laws and directives from General Assembly and provision of assistance in budget process	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 5.2.3 - Complete EPMS process on or before each employee's annual employment anniversary date for 100% of staff	Compliance with state laws and regulations	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 5.2.4 - Conduct exit interviews for all departing agency personnel and ascertain ways to reduce unwanted turnover of employees	Compliance with state laws and regulations	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Strategy 5.3 - Work with SCEIS project team to retire remaining STARS functions	Elimination of unnecessary duplication of effort throughout state government caused by having to continue maintaining and operating both the outdated former accounting system (STARS) and our modern comprehensive statewide system (SCEIS)	Scott Houston, Senior Assistant Comptroller General, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Objective 5.3.1 - Support the SCEIS project team in converting remaining functions of the State Treasurer's Office (the only agency still partially on STARS) from STARS to SCEIS	Enhancement in efficiency by eliminating unnecessary duplication of effort required by having to continue maintaining both the old accounting system (STARS) and the new comprehensive STARS and SCEIS	Scott Houston, Senior Assistant Comptroller General, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Strategy 5.4 - Maintain compliance with State statutory and regulatory requirements for cybersecurity policies and procedures	Compliance with state statutory and regulatory cybersecurity requirements, enhancing the protection of personally identifiable information and other sensitive information and reducing the State's and the agency's exposure to potential breaches of such information	Scott Houston, Senior Assistant Comptroller General, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service
Objective 5.4.1 - Perform annual information security assessments and other actions required by the agency's information security policies	Compliance with this state requirement to accomplish Strategy 5.4	Scott Houston, Senior Assistant Comptroller General, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Other Services	Meets the agency’s information disclosure requirements; provides agency information technology support; operates the statewide fiscal transparency website; oversees the state’s Purchasing-Card (P-Card) Rebate Program; and provides constituent service

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Objective 5.4.2 - Incorporate and adhere to new state cybersecurity directives as they are issued	Compliance with this state requirement to accomplish Strategy 5.4	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Strategy 5.5 - Support other statewide initiatives for the benefit of citizens and state government overall	Enhancement of government effectiveness through collaborative efforts with other agencies and state officials	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives
Objective 5.5.1 - Serve on multi-agency task forces, committees, and authorities dedicated to statewide initiatives	Enhancement of government effectiveness through collaborative efforts with other agencies and state officials	Richard Eckstrom, Comptroller General, Responsible More Than 3 Years	1200 Senate St.; 305 Wade Hampton Office Building; Columbia, S.C. 29201	Administration	Manages the agency’s budget and human resources; produces its annual Accountability Report; oversees its cybersecurity policies; and serves on multi-agency groups pursuing statewide initiatives

Note: All information not highlighted is the same as detailed in the agency's FY 2016 Annual Restructuring Report.

Performance Measures

Agency Responding	Office of Comptroller General		
Date of Submission	12/1/2016		

INSTRUCTIONS: In the first two columns of this Chart, please copy the information for the Performance Measure Item Number and Performance Measure from the agency's Accountability Report submission this year. Next, fill in the information requested by the remaining columns. Please note, the "Type of Measure" column and "Required by" column include drop downs. Therefore, the agency will need to drag this column down for as many performance measures it has to ensure the drop down is available for each performance measure.

Performance Measure Item Number	Performance Measure	Type of Measure (i.e. outcome, efficiency, output, input/activity)	Required by (State, Federal, Agency only)	Why was this performance measure chosen?	What was considered when determining the level to set the future target value?
1	Avg. # of days for document turnaround in the Accounts Payable Division	Efficiency	State	To facilitate prompt, efficient accounts payables operation for the state, its vendors and agencies	Maintaining consistently prompt, efficient accounts payables operation for the state, its vendors and agencies
2	Issue all 1099's by 01/31 each year	Efficiency	State, Federal	The need to comply with Internal Revenue Service requirements	Compliance with Internal Revenue Service requirements
3	Issue statewide semi-monthly payroll and remit all withholdings by next day	Efficiency	State, Federal	The need to comply with state and federal statutory and regulatory requirements for approximately 45,000 state employees	Compliance with state and federal statutory and regulatory requirements for approximately 45,000 state employees
4	Remit to vendors the voluntary deductions made by state employees after each payroll	Efficiency	State	The need to assist state employees and vendors by processing these employee-requested or court-mandated transactions	The need to assist state employees and vendors by processing these employee-requested or court-mandated transactions
5	Issue all W-2's by 01/31 each year	Efficiency	State, Federal	The need to comply with Internal Revenue Service requirements	Compliance with Internal Revenue Service requirements
6	Annual avg. # of days to resolve SCEIS Help Desk tickets initiated by agencies	Efficiency	State	To help facilitate accurate and efficient use of SCEIS by agencies	Facilitating accurate and efficient use of SCEIS by agencies by clearing SCEIS Help Desk tickets in a timely manner

Performance Measures

7	CAFR annual completion/release date	Efficiency	Agency Only	To provide timely, accurate state financial information to the General Assembly, bond rating agencies, investors in state bonds, citizens and other stakeholders	Providing timely, accurate state financial information to the General Assembly, bond rating agencies, investors in state bonds, citizens and other stakeholders
8	CAFR awarded "Certificate of Achievement for Excellence in Financial Reporting" by GFOA (one year lag in awarding)	Outcome	Agency Only	To have the State's CAFR recognized by the association as an exemplary financial report	Having the State's CAFR recognized by the association as an exemplary financial report
9	CAFR issuance date earlier in current year than in prior year	Efficiency	Agency Only	To facilitate extraction and provision of financial information in a more efficient and timely process	Facilitating extraction and provision of financial information in a more efficient and timely process
10	Date of year-end release	Outcome	State	To ensure provision of accurate, timely fiscal-year-end accounting of the state's finances to state budget officials and the public	Ensuring provision of accurate, timely fiscal-year-end accounting of the state's finances to state budget officials and the public
11	Coordinated annual CPE training session hours offered to CPA's in own and other agencies (SAO, STO, PEBA, DOR); each yr. offer no fewer training hours/CPA than prior yr.	Outcome	Agency Only	To create a better trained workforce	Creating a better trained workforce
12	Number of new applicable GASB standards implemented	Outcome	State	To comply with GASB standards	Ensuring compliance with all new applicable GASB standards
13	Number of opportunities to provide input on new GASB standards	Outcome	Agency Only	To provide input on new GASB standards	Providing input on all new GASB standards

Performance Measures

14	Number of NASACT inquiries	Output	Agency Only	Exchanging information about agency practices and functions and state financial operations through the NASACT membership network provides valuable perspectives for potential improvements	Responding to all NASACT inquiries
15	CGO's Statewide Accounting Policies and Procedures manual is reviewed and updated quarterly and posted on CGO website	Efficiency	State	To facilitate greater efficiency in operating the state accounting system	Facilitating greater efficiency in operating the state accounting system
16	Closing Package templates and year-end GAAP reporting guidance/instructions for agencies are updated annually and posted on CGO website	Efficiency	State	To facilitate greater efficiency in operating the state accounting system	Facilitating greater efficiency in operating the state accounting system
17	Daily and monthly reconciliations of SCEIS and STARS performed until STARS is finally retired (Note: It is imperative to completely retire STARS ASAP--see Objective 5.3.1)	Outcome	State	To ensure accurate, consistent data in both the State's current and legacy accounting programs	Ensuring accurate, consistent data in both the State's current and legacy accounting programs
18	Multi-agency Working Group meets with CGO executive management each month to analyze monthly and YTD General Fund revenues recorded by agencies	Outcome	Agency Only	To provide the BEA with greater confidence in monthly revenues being recorded by state agencies and used to forecast revenues for the legislative budget process	Providing the BEA with greater confidence in monthly revenues being recorded by state agencies and used to forecast revenues for the legislative budget process

Performance Measures

19	State Employee Unemployment Compensation Fund activity monitored and managed throughout year to assure that adequate fund balance is maintained	Outcome	State	To ensure an adequate insurance fund balance is maintained in order to protect state employees in the event of lost employment	Ensuring an adequate insurance fund balance is maintained in order to protect state employees in the event of lost employment
20	Annual avg. # of days to respond to FOIA requests	Efficiency	State	The provision of timely public information produces customer satisfaction and increases trust in government	Providing timely public information to satisfy customers and increase trust in government
21	Statewide transparency website meets statutory requirements	Outcome	State	Government spending information readily available online in a useful and user-friendly format serves a valuable purpose for the General Assembly, citizens, the media and other stakeholders	Continuing to make government spending information readily available online in a useful and user-friendly format for use by the General Assembly, citizens, the media and other stakeholders
22	Statewide transparency website content expands each year	Outcome	Agency Only	To make more public information readily available online that is useful and user-friendly for the General Assembly, citizens, the media, and any other stakeholder	Making more public information readily available online that is useful and user-friendly for the General Assembly, citizens, the media, and any other stakeholder
23	Statewide transparency website analytics show increasing annual visits	Outcome	Agency Only	To maintain robust use of the statewide transparency website	Maintaining robust use of the statewide transparency website
24	Statewide transparency website analytics show increasing annual page views	Outcome	Agency Only	To maintain robust use of the statewide transparency website	Maintaining robust use of the statewide transparency website
25	Statewide Travel Report release date	Output	State	To comply with state statutory requirement	Complying with state statutory requirement

Performance Measures

26	Statewide Travel Report is posted to transparency website by Nov.1	Outcome	Agency Only	State travel spending information readily available online in a useful and user-friendly format serves a valuable purpose for the General Assembly, citizens, the media and other stakeholders	State travel spending information readily available online in a useful and user-friendly format serves a valuable purpose for the General Assembly, citizens, the media and other stakeholders
27	Amount of annual P-Card rebate revenue distributed to General Fund	Outcome	State	The P-Card program promotes efficiency and provides revenue to state government	The P-Card program promotes efficiency and provides revenue to state government
28	Monthly P-Card Spending Reports are available on statewide transparency website	Output	State	Encouraging scrutiny of spending by posting P-Card spending details online serves as potential deterrent to improper or unnecessary use	Encouraging scrutiny of spending by posting P-Card spending details online serves as potential deterrent to improper or unnecessary use
29	Agency's annual spending for each program area is stable and increases, if any, are specifically cost-justifiable	Outcome	State	To adhere to budgetary limits set by the General Assembly and assure appropriate return on investment for services performed	Adhering to budgetary limits set by the General Assembly and assuring appropriate return on investment for services performed
30	Agency prepares, presents, and files concise, useful reports to House and Senate budget subcommittees each year	Outcome	State	To comply with state laws and directives from the General Assembly and provide assistance in the budget process	Complying with state laws and directives from the General Assembly and providing assistance in the budget process
31	Timely submission of Annual Accountability Report each year	Output	State	To comply with state laws and directives from the General Assembly	Complying with state laws and directives from the General Assembly
32	EPMS process is completed on time and documents are maintained in each employee's personnel file	Output	State	Compliance with state laws and regulations	Compliance with state laws and regulations

Performance Measures

33	Each employee departure is evaluated by supervisor or by CGO executive mgmt. to determine reason and to identify possible workplace issues; mgmt. summarizes annually	Outcome	Agency Only	Compliance with state laws and regulations	Compliance with state laws and regulations
34	Agency and SCEIS team fully support STO's project to complete its conversion from STARS to SCEIS by 12/31/15, which is STO's current targeted completion date (Note: Maintaining duplicative systems--STARS and SCEIS--results in significant waste of IT and Accounting resources statewide. Objective 3.1.3 is one example)	Efficiency	State	Enhancement in efficiency by eliminating unnecessary duplication of effort required by having to continue maintaining both the legacy accounting system (STARS) and the new one, SCEIS	Enhancement in efficiency by eliminating unnecessary duplication of effort required by having to continue maintaining both the legacy accounting system (STARS) and the new one, SCEIS
35	Implementation plans for cybersecurity policies to be finalized by 01/31/15	Output	State	To comply with state laws and directives from the General Assembly	Complying with state laws and directives from the General Assembly
36	Cybersecurity policies to be implemented by 07/01/16	Output	State	To comply with state laws and directives from the General Assembly	Complying with state laws and directives from the General Assembly
37	Extent to which agency personnel serve on multi-agency task forces, committees or authorities	Outcome	State	To enhance government effectiveness through collaborative efforts with other agencies and state officials	Enhancing government effectiveness through collaborative efforts with other agencies and state officials

Strategic Spending in Fiscal Year 2015-16

Agency Responding	Office of Comptroller General
Date of Submission	12/1/2016

Disclaimer: The Committee understand the amount the agency budgeted and spent per goal and objective are estimates from the agency. The Committee requests that the estimates have a logical basis, which the agency can explain, as to how it determined the amounts provided.

INSTRUCTIONS:

Please copy and paste the information the agency submitted in its 2016 Restructuring Report, then update this information to reflect the funds available and funds spent through the end of fiscal year 2015-16. If the agency was unable to completely fill in this chart when submitting its 2016 Restructuring Report, this is an opportunity to provide a complete submission. Further details regarding Part A and Part B in this tab are on the next page.

Part A: Funds Available this past Fiscal Year (2015-16)

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 so please delete or add as many as needed. Any grouping of funding sources should be easily understandable and clear through Part A and B how much the agency had available to spend and where the agency spent the funds.

Part B: Funds Spent this past Fiscal Year (2015-16)

- a) The agency's objectives and unrelated purposes are listed based on the information the agency provided in the Restructuring Report. The agency will see there are new rows between "objectives" and "unrelated purposes." These new rows allow the agency to list money it spent this year that was for previously committed multiple year projects. The intent is to separate what the agency spent toward its current objectives and what it spent toward objectives and projects from previous years, which took multiple years to pay off. If the agency believes the new rows are not useful in illustrating how the agency uses its funds, the agency may leave them blank. However, if they assist the agency in more clearly showing how it uses its funds, please utilize them.
- b) Please add any information needed in the new rows (i.e., "Money previously committed for multiple years") and make any revisions necessary to ensure all unrelated purposes are listed. 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.).
- c) Finally, review and revise the amounts spent from each funding source on the agency objectives, money previously committed for multiple years and unrelated purposes so it reflects how much the agency actually spent on each and fill in the information requested in the

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

What is the source of funds? (insert as many columns as needed, just make sure to total everything in the last column)	Totals	<i>General Appropriations</i>	<i>General Appropriations</i>
State, other or federal funding?	n/a	<i>State Funds</i>	<i>Other Funds</i>
Recurring or one-time?	n/a	<i>Recurring</i>	<i>Recurring</i>
\$ From Last Year Available to Spend this Year			

Strategic Spending in Fiscal Year 2015-16

Amount available at end of previous fiscal year	\$371,297	\$202,944	\$168,353
Amount available at end of previous fiscal year that agency can actually use this fiscal year:	\$202,944	\$202,944	\$0
If the amounts in the two rows above are not the same, explain why :	n/a	n/a	Other funds are not automatically carryforward. They have to be requested through the Executive Budget Office to increase Other Fund Authorization.
\$ Received this Year			
Amount <u>budgeted to receive</u> in this fiscal year:	\$3,023,862	\$2,243,862	\$780,000
Amount <u>actually received</u> this fiscal year:	\$3,020,496	\$2,279,859	\$740,637
If the amounts in the two rows above are not the same, explain why :	n/a	Health Insurance Allocation of \$10,318; Bonus Pay Allocation \$18,085; Salary Supplement from DOA \$7,594 (Total of \$35,997)	Revenues received were less than appropriations
Total Actually Available this Year			
Total amount 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):	\$3,223,440	\$2,482,803	\$740,637
Additional Explanations regarding Part A:	n/a		

PART B - Funds Spent this past Fiscal Year (2015-16)

Strategic Spending in Fiscal Year 2015-16

What is the source of funds? (insert as many columns as needed, just make sure to total everything in the last column)	Totals	General Appropriations	General Appropriations
State, other or federal funding?	n/a	State Funds	Other Funds
Recurring or one-time?	n/a	Recurring	Recurring
What are the external restrictions (from state or federal government, grant issuer, etc.), if any, on how the agency was able to spend the funds from this source:	n/a	n/a	n/a
Were 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	Yes	Yes
Total amount available to spend	\$3,223,440	\$2,482,803	\$740,637
Where Agency Spent Money - Current Objectives			
<i>Objective 1.1.1 - Process disbursement requests by agencies within four (4) business days:</i>	\$260,607	\$202,603	\$58,004
<i>Objective 1.2.1 - Issue 1099s by January 31st annually:</i>	\$104,254	\$81,041	\$23,213
<i>Objective 1.3.1 - Process payroll on the 1st and 16th of each month:</i>	\$260,607	\$202,603	\$58,004
<i>Objective 1.3.2 - Process approximately 32,000 special voluntary deductions for state employees each payroll, including premiums for insurance products not offered by state government, elective credit union deposits, withholdings for voluntary defined contribution retirement plans, tax liens, and court-ordered wage garnishments:</i>	\$156,382	\$121,562	\$34,820
<i>Objective 1.4.1 - Issue W-2s by January 31st annually:</i>	\$208,510	\$162,084	\$46,426
<i>Objective 1.5.1 - Clear SCEIS Help Desk tickets within five (5) business days:</i>	\$52,128	\$40,521	\$11,607
<i>Objective 2.1.1 - Publicly release the CAFR by December 31st each year:</i>	\$348,105	\$329,715	\$18,390

Strategic Spending in Fiscal Year 2015-16

<i>Objective 2.1.2 - Qualify for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association:</i>	\$98,630	\$93,419	\$5,211
<i>Objective 2.2.1 - Accelerate the financial reporting and CAFR completion processes, saving additional personnel costs in the process:</i>	\$133,439	\$126,390	\$7,049
<i>Objective 3.1.1 - Produce and maintain an up-to-date online manual of SCEIS accounting practices and procedures:</i>	\$131,601	\$125,066	\$6,535
<i>Objective 3.1.2 - Provide online Closing Packages with instructions for use by other agencies' accounting personnel at year end:</i>	\$105,280	\$100,052	\$5,228
<i>Objective 3.1.3 - Ensure agreement of transactions posted in SCEIS and STARS:</i>	\$78,961	\$75,040	\$3,921
<i>Objective 3.1.4 - Assemble multi-agency working group monthly to analyze the state's fiscal month and fiscal year-to-date</i>	\$78,961	\$75,040	\$3,921
<i>Objective 3.2.1 - Coordinate providing low-cost "Continuing Professional Education" (CPE) training among CPAs in the CG's</i>	\$52,640	\$50,026	\$2,614
<i>Objective 3.3.1 - Determine appropriate annual premiums to bill and collect from state agencies, and account for claims paid by third-party administrator:</i>	\$78,961	\$75,040	\$3,921
<i>Objective 4.1.1 - Respond to S.C. Freedom of Information Act (FOIA) requests within an average of ten (10) or fewer business days:</i>	\$94,504	\$31,996	\$62,508
<i>Objective 4.2.1 - Maintain statewide transparency website:</i>	\$63,004	\$21,331	\$41,673
<i>Objective 4.2.2 - Increase use of website (increase site visits) by improving format, expanding content, and soliciting the media to inform the public on the website's existence:</i>	\$31,501	\$10,665	\$20,836
<i>Objective 4.3.1 - Issue and distribute annual Statewide Travel Report by statutory deadline (November 1st):</i>	\$31,501	\$10,665	\$20,836
<i>Objective 4.3.2 - Post annual Statewide Travel Report on the statewide transparency website by November 1st:</i>	\$31,501	\$10,665	\$20,836
<i>Objective 4.4.1 - Monitor annual spend volume and disburse P-Card rebate revenue to General Fund for qualifying agencies:</i>	\$31,501	\$10,665	\$20,836
<i>Objective 4.4.2 - Produce monthly report of P-Card spending by each state agency including the detailed spending by each agencies' cardholders and post report on the statewide transparency website:</i>	\$31,501	\$10,665	\$20,836

Strategic Spending in Fiscal Year 2015-16

<i>Objective 5.1.1 - Monitor monthly cost of each program area (Statewide Payroll/Accounts Payable, Statewide Financial Reporting, Statewide Accounting, Other Services, and Administration) and confront any increases if observed:</i>	\$75,830	\$63,669	\$12,161
<i>Objective 5.2.1 - Present concise and accurate annual summaries of agency operations to Budget sub-committees of House and Senate:</i>	\$50,554	\$42,446	\$8,108
<i>Objective 5.2.2 - Submit annual Accountability Report by agreed-upon deadline:</i>	\$50,554	\$42,446	\$8,108
<i>Objective 5.2.3 - Complete EPMS process for each employee upon his or her annual employment anniversary for 100% of staff:</i>	\$50,554	\$42,446	\$8,108
<i>Objective 5.2.4 - Conduct exit interviews for all departing agency personnel and ascertain ways to reduce unwanted turnover of employees:</i>	\$25,277	\$21,223	\$4,054
<i>Objective 5.3.1 - Support the SCEIS project team in converting the State Treasurer's Office (the only agency still on STARS) from STARS to SCEIS by December 31, 2015, so STARS can finally be retired:</i>	\$75,830	\$63,669	\$12,161
<i>Objective 5.4.1 - Finalize implementation plans for all cybersecurity policies by January 31, 2015:</i>	\$50,554	\$42,446	\$8,108
<i>Objective 5.4.2 - Implement all cybersecurity policies by July 1, 2016:</i>	\$50,554	\$42,446	\$8,108
<i>Objective 5.5.1 - Serve on multi-agency task forces, committees, and authorities dedicated to statewide initiatives:</i>	\$75,830	\$63,669	\$12,161
Total Spent on Current Objectives:	\$2,969,616	\$2,391,314	\$578,302
Where Agency Spent Money - Money previously committed for multiple years			
<i>Example - Continental Tire Recruitment Grant (agreement requires State pay income taxes for the company until 2020)</i>	\$0	\$0	\$0
<i>Insert any additional money previously committed</i>	\$0	\$0	\$0
Total Spent on previous multiple year commitments	\$0	\$0	\$0

Strategic Spending in Fiscal Year 2015-16

Where Agency Spent Money - Unrelated Purpose (pass through or other purpose unrelated to agency's strategic plan)			
Unrelated Purpose #1 - insert description:	\$0	\$0	\$0
Unrelated Purpose #2 - insert description:	\$0	\$0	\$0
Insert any additional unrelated purposes	\$0	\$0	\$0
Total Spent on Unrelated Purposes:	\$0	\$0	\$0

Total Spent	\$2,969,616	\$2,391,314	\$578,302
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Amount Remaining	\$253,824	\$91,489	\$162,335
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Funds budgeted for use in subsequent years (i.e. when grant or other money received all at once, but intended to be spent over multiple years)			
Example - WIOA 3 year funds budgeted for use in next two fiscal years	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Total Funds budgeted for use in subsequent years	\$0	\$0	\$0

Cash Balance Remaining, minus funds budgeted for use in subsequent years	\$253,824	\$91,489	\$162,335
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Additional Explanations regarding Part B:	n/a		
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Strategic Budgeting for Fiscal Year 2016-17

(Note: Funds from General Appropriation Act for 2016-17 set in Summer 2016)

Agency Responding	Office of Comptroller General
Date of Submission	12/1/2016

Disclaimer: The Committee understand the amount the agency budgeted and spent per goal and objective are estimates from the agency. The Committee requests that the estimates have a logical basis, which the agency can explain, as to how it determined the amounts

INSTRUCTIONS:

This tab requests the same information as Strategic Spending (last FY), but looks at the current year fiscal year, 2016-17, as opposed to the past fiscal year, 2015-16. Please ensure this information is provided with the funds available for 2016-17 and the strategic plan the agency intends to follow in 2016-17.

PART A - Funds Available Fiscal Year (2016-17)

What is the source of funds? (insert as many columns as needed, just make sure to total everything in the last column)	Totals	<i>General Appropriations</i>	<i>General Appropriations</i>
State, other or federal funding?	n/a	<i>State Funds</i>	<i>Other Funds</i>
Recurring or one-time?	n/a	<i>Recurring</i>	<i>Recurring</i>
\$ From Last Year Available to Spend this Year			
Amount available at end of previous fiscal year	\$253,824	\$91,489	\$162,335
Amount available at end of previous fiscal year that agency can actually use this fiscal year:	\$91,489	\$91,489	\$0
If the amounts in the two rows above are not the same, explain why :	n/a	n/a	Other funds are not automatically carryforward. They have to be requested through the Executive Budget Office to increase Other Fund Authorization.
\$ Estimated to Receive this Year			

Strategic Budgeting for Fiscal Year 2016-17

(Note: Funds from General Appropriation Act for 2016-17 set in Summer 2016)

Amount <u>requested to receive</u> this fiscal year:	\$3,299,614	\$2,474,180	\$825,434
Amount <u>actually received</u> this fiscal year:	\$3,191,434	\$2,366,000	\$825,434
If the amounts in the two rows above are not the same, explain why :	n/a	COLA of \$66,933; SCRS Increase of \$8,571; Health & Dental Allocation \$7,758; Salary Supplement from DOA \$8,557; Requested \$220,000 received \$20,000	n/a
Total Available if amounts requested are received			
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 requested to receive this fiscal year):	\$3,282,923	\$2,457,489	\$825,434

Additional Explanations regarding Part A:	<i>Insert any additional explanations the agency would like to provide related to the information it provided above.</i>
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PART B - How Agency Plans to Budget Funds in 2016-17

What is the source of funds? (insert as many columns as needed, just make sure to total everything in the last column)	Totals	General Appropriations	General Appropriations
State, other or federal funding?	n/a	State Funds	Other Funds
Recurring or one-time?	n/a	Recurring	Recurring
What are the external restrictions (from state or federal government, grant issuer, etc.), if any, on how the agency can spend the funds from this source:	n/a	n/a	n/a

Strategic Budgeting for Fiscal Year 2016-17

(Note: Funds from General Appropriation Act for 2016-17 set in Summer 2016)

Will expenditure of funds be 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	Yes	Yes
Total amount estimated to have available to spend	\$3,282,923	\$2,457,489	\$825,434
Where Agency Plans to Spend Money - Current Objectives			
<i>Objective 1.1.1 - Process disbursement requests by agencies within four (4) business days:</i>	\$290,940	\$208,149	\$82,791
<i>Objective 1.2.1 - Issue 1099s by January 31st annually:</i>	\$116,409	\$83,309	\$33,100
<i>Objective 1.3.1 - Process payroll on the 1st and 16th of each month:</i>	\$290,940	\$208,149	\$82,791
<i>Objective 1.3.2 - Process approximately 32,000 special voluntary deductions for state employees each payroll, including premiums for insurance products not offered by state government, elective credit union deposits, withholdings for voluntary defined contribution retirement plans, tax liens, and court-ordered wage garnishments:</i>	\$174,531	\$124,840	\$49,691
<i>Objective 1.4.1 - Issue W-2s by January 31st annually:</i>	\$232,900	\$166,618	\$66,282
<i>Objective 1.5.1 - Clear SCEIS Help Desk tickets within five (5) business days:</i>	\$58,123	\$41,532	\$16,591
<i>Objective 2.1.1 - Publicly release the CAFR by December 31st each year:</i>	\$365,137	\$338,888	\$26,249
<i>Objective 2.1.2 - Qualify for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association:</i>	\$103,517	\$96,088	\$7,429
<i>Objective 2.2.1 - Accelerate the financial reporting and CAFR completion processes, saving additional personnel costs in the process:</i>	\$140,071	\$130,001	\$10,070
<i>Objective 3.1.1 - Produce and maintain an up-to-date online manual of SCEIS accounting practices and procedures:</i>	\$137,854	\$128,527	\$9,327

Strategic Budgeting for Fiscal Year 2016-17

(Note: Funds from General Appropriation Act for 2016-17 set in Summer 2016)

Objective 3.1.2 - Provide online Closing Packages with instructions for use by other agencies' accounting personnel at year end:	\$110,152	\$102,723	\$7,429
Objective 3.1.3 - Ensure agreement of transactions posted in SCEIS and STARS:	\$82,778	\$77,165	\$5,613
Objective 3.1.4 - Assemble multi-agency working group monthly to analyze the state's fiscal month and fiscal year-to-date revenue collections and determine accuracy and completeness:	\$82,778	\$77,165	\$5,613
Objective 3.2.1 - Coordinate providing low-cost "Continuing Professional Education" (CPE) training among CPAs in the CG's Office, State Auditor's Office, and State Treasurer's Office (Note: LLR requires every CPA to complete forty (40) hours of CPE annually as a condition of retaining professional certification. This training initiative helps state government CPAs meet that costly requirement):	\$55,076	\$51,362	\$3,714
Objective 3.3.1 - Determine appropriate annual premiums to bill and collect from state agencies, and account for claims paid by third-party administrator:	\$82,778	\$77,165	\$5,613
Objective 4.1.1 - Respond to S.C. Freedom of Information Act (FOIA) requests within an average of ten (10) or fewer business days:	\$122,159	\$32,930	\$89,229
Objective 4.2.1 - Maintain statewide transparency website:	\$81,386	\$21,872	\$59,514
Objective 4.2.2 - Increase use of website (increase site visits) by improving format, expanding content, and soliciting the media to inform the public on the website's existence:	\$40,775	\$11,059	\$29,716
Objective 4.3.1 - Issue and distribute annual Statewide Travel Report by statutory deadline (November 1st):	\$40,775	\$11,059	\$29,716
Objective 4.3.2 - Post annual Statewide Travel Report on the statewide transparency website by November 1st:	\$40,775	\$11,059	\$29,716
Objective 4.4.1 - Monitor annual spend volume and disburse P-Card rebate revenue to General Fund for qualifying agencies:	\$40,775	\$11,059	\$29,716
Objective 4.4.2 - Produce monthly report of P-Card spending by each state agency including the detailed spending by each agencies' cardholders and post report on the statewide transparency website:	\$40,775	\$11,059	\$29,716

Strategic Budgeting for Fiscal Year 2016-17

(Note: Funds from General Appropriation Act for 2016-17 set in Summer 2016)

<i>Objective 5.1.1 - Monitor monthly cost of each program area (Statewide Payroll/Accounts Payable, Statewide Financial Reporting, Statewide Accounting, Other Services, and Administration) and confront any increases if observed:</i>	\$82,703	\$65,369	\$17,334
<i>Objective 5.2.1 - Present concise and accurate annual summaries of agency operations to Budget sub-committees of House and Senate:</i>	\$55,299	\$43,743	\$11,556
<i>Objective 5.2.2 - Submit annual Accountability Report by agreed-upon deadline:</i>	\$55,299	\$43,743	\$11,556
<i>Objective 5.2.3 - Complete EPMS process for each employee upon his or her annual employment anniversary for 100% of staff:</i>	\$55,299	\$43,743	\$11,556
<i>Objective 5.2.4 - Conduct exit interviews for all departing agency personnel and ascertain ways to reduce unwanted turnover of employees:</i>	\$26,915	\$20,889	\$6,026
<i>Objective 5.3.1 - Support the SCEIS project team in converting the State Treasurer's Office (the only agency still on STARS) from STARS to SCEIS by December 31, 2015, so STARS can finally be retired:</i>	\$82,703	\$65,369	\$17,334
<i>Objective 5.4.1 - Perform annual information security assessments and other actions required by the agency's information security policies:</i>	\$55,299	\$43,743	\$11,556
<i>Objective 5.4.2 - Incorporate and adhere to new state cybersecurity directives as they are issued:</i>	\$55,299	\$43,743	\$11,556
<i>Objective 5.5.1 - Serve on multi-agency task forces, committees, and authorities dedicated to statewide initiatives:</i>	\$82,703	\$65,369	\$17,334
Total Agency Plans to Spend on Objectives:	\$3,282,923	\$2,457,489	\$825,434
Where Agency Plans to Spend Money - Money previously committed for multiple years			
<i>Example - Continental Tire Recruitment Grant (agreement requires State pay income taxes for the company until 2020)</i>	\$0	\$0	\$0
	\$0	\$0	\$0
Total Agency Plans to Spend on previous multiple year commitments	\$0	\$0	\$0

Strategic Budgeting for Fiscal Year 2016-17

(Note: Funds from General Appropriation Act for 2016-17 set in Summer 2016)

Where Agency Plans to Spend Money - Unrelated Purpose (pass through or other purpose unrelated to agency's strategic plan)			
Unrelated Purpose #1 - insert description:	\$0	\$0	\$0
Unrelated Purpose #1 - insert description:	\$0	\$0	\$0
Unrelated Purpose #2 - insert description:	\$0	\$0	\$0
Insert any additional unrelated purposes	\$0	\$0	\$0
Total Agency Plans to Spend on Unrelated Purposes:	\$0	\$0	\$0

Total Agency Plans to Spend (Total on Objectives + Total on Unrelated Purposes)	\$3,282,923	\$2,457,489	\$825,434
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Amount Remaining	\$0	\$0	\$0
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Funds budgeted for use in subsequent years (i.e. when grant or other money received all at once, but intended to be spent over multiple years)			
Example - WIOA 3 year funds budgeted for use in next two fiscal years	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Total Funds budgeted for use in subsequent years	\$0	\$0	\$0

Cash Balance Remaining, minus funds budgeted for use in subsequent years	\$0	\$0	\$0
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Additional Explanations regarding Part B:	n/a
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Strategic Requests for Fiscal Year 2017-18

Agency Responding	Office of Comptroller General
Date of Submission	12/1/2016

Disclaimer: The Committee understand the amount the agency budgeted and spent per goal and objective are estimates from the agency. The Committee requests that the estimates have a logical basis, which the agency can explain, as to how it determined the amounts provided.

INSTRUCTIONS:

This tab requests the same information as Strategic Budgeting (current FY), but looks at the requests for the upcoming year, 2017-18, as opposed to funds already approved for the current fiscal year, 2016-17. Please ensure this information is provided with the funds the agency is requesting for 2017-18 and the strategic plan the agency intends to follow in 2017-18.

PART A - Funds Available Fiscal Year (2017-18)

What is the source of funds? (insert as many columns as needed, just make sure to total everything in the last column)	Totals	General Appropriations	General Appropriations
State, other or federal funding?	n/a	State Funds	Other Funds
Recurring or one-time?	n/a	Recurring	Recurring
\$ Available from Previous FY			
Amount anticipated to have available at end of current fiscal year	\$0	\$0	\$0
If agency anticipates having funds available at the end of the current fiscal year, explain why :	n/a	n/a	n/a
\$ Estimated to Receive this Year			
Amount <u>received</u> to spend in current fiscal year:	\$3,282,923	\$2,457,489	\$825,434
Amount <u>requesting to receive</u> next fiscal year:	\$3,282,923	\$2,457,489	\$825,434
If the amounts in the two rows above are not the same, explain why :	n/a	n/a	n/a
If none of the amounts the agency is requesting to receive next fiscal year are lower than amounts received in current fiscal year, explain why the same amount is needed for each fund.	n/a	n/a	n/a
Total Available if amounts requested are received			
Amount estimated to have available to spend next fiscal year (i.e. Amount anticipated to have available at end of current fiscal year PLUS Amount requesting to receive next fiscal year):	\$3,282,923	\$2,457,489	\$825,434

Additional Explanations regarding Part A:	We did not request additional funding this year.
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PART B - How Agency Plans to Budget Funds in 2017-18

Strategic Requests for Fiscal Year 2017-18

What is the source of funds? (insert as many columns as needed, just make sure to total everything in the last column)			Totals	General Appropriations	General Appropriations
State, other or federal funding?			n/a	State Funds	Other Funds
Recurring or one-time?			n/a	Recurring	Recurring
What are the external restrictions (from state or federal government, grant issuer, etc.), if any, on how the agency can spend the funds from this source:			n/a	n/a	n/a
Will expenditure of funds be 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	Yes	Yes
Total amount estimated to have available to spend:			\$3,282,923	\$2,457,489	\$825,434
Where Agency Plans to Spend Money - Current Objectives	Responsible Employee (Name, Position, Responsible more/less than 3 years)	Associated Performance Measure Item #s	Totals	General Appropriations	General Appropriations
<i>Objective 1.1.1 - Process disbursement requests by agencies within four (4) business days:</i>	Jennifer Broughton, Audits Manager II, Responsible More Than 3 Years	1	\$290,940	\$208,149	\$82,791
<i>Objective 1.2.1 - Issue 1099s by January 31st annually:</i>	Jennifer Broughton, Audits Manager II, Responsible More Than 3 Years	2	\$116,409	\$83,309	\$33,100
<i>Objective 1.3.1 - Process payroll on the 1st and 16th of each month:</i>	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	3	\$290,940	\$208,149	\$82,791
<i>Objective 1.3.2 - Process approximately 32,000 special voluntary deductions for state employees each payroll, including premiums for insurance products not offered by state government, elective credit union deposits, withholdings for voluntary defined contribution retirement plans, tax liens, and court-ordered wage garnishments:</i>	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	4	\$174,531	\$124,840	\$49,691
<i>Objective 1.4.1 - Issue W-2s by January 31st annually:</i>	Shane Rutherford, Accountant/Fiscal Manager I, Responsible More Than 3 Years	5	\$232,900	\$166,618	\$66,282

Strategic Requests for Fiscal Year 2017-18

<i>Objective 1.5.1 - Clear SCEIS Help Desk tickets within five (5) business days:</i>	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	6	\$58,123	\$41,532	\$16,591
<i>Objective 2.1.1 - Publicly release the CAFR by December 31st each year:</i>	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	7	\$365,137	\$338,888	\$26,249
<i>Objective 2.1.2 - Qualify for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association:</i>	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	8	\$103,517	\$96,088	\$7,429
<i>Objective 2.2.1 - Accelerate the financial reporting and CAFR completion processes, saving additional personnel costs in the process:</i>	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	9	\$140,071	\$130,001	\$10,070
<i>Objective 3.1.1 - Produce and maintain an up-to-date online manual of SCEIS accounting practices and procedures:</i>	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	15	\$137,854	\$128,527	\$9,327
<i>Objective 3.1.2 - Provide online Closing Packages with instructions for use by other agencies' accounting personnel at year end:</i>	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	16	\$110,152	\$102,723	\$7,429
<i>Objective 3.1.3 - Ensure agreement of transactions posted in SCEIS and STARS:</i>	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	17	\$82,778	\$77,165	\$5,613
<i>Objective 3.1.4 - Assemble multi-agency working group monthly to analyze the state's fiscal month and fiscal year-to-date revenue collections and determine accuracy and completeness:</i>	Richard Eckstrom, Comptroller General, Responsible More Than 3 Years	18	\$82,778	\$77,165	\$5,613
<i>Objective 3.2.1 - Coordinate providing low-cost "Continuing Professional Education" (CPE) training among CPAs in the CG's Office, State Auditor's Office, and State Treasurer's Office(Note: LLR requires every CPA to complete forty (40) hours of CPE annually as a condition of retaining professional certification. This training initiative helps state government CPAs meet that costly requirement):</i>	David Starkey, Senior Assistant Comptroller General, Responsible More than 3 Years	11	\$55,076	\$51,362	\$3,714
<i>Objective 3.3.1 - Determine appropriate annual premiums to bill and collect from state agencies, and account for claims paid by third-party administrator:</i>	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	19	\$82,778	\$77,165	\$5,613

Strategic Requests for Fiscal Year 2017-18

<i>Objective 4.1.1 - Respond to S.C. Freedom of Information Act (FOIA) requests within an average of ten (10) or fewer business days:</i>	Eric Ward, Public Information Director, Responsible More Than 3 Years	20	\$122,159	\$32,930	\$89,229
<i>Objective 4.2.1 - Maintain statewide transparency website:</i>	Eric Ward, Public Information Director, Responsible More Than 3 Years	21	\$81,386	\$21,872	\$59,514
<i>Objective 4.2.2 - Increase use of website (increase site visits) by improving format, expanding content, and soliciting the media to inform the public on the website's existence:</i>	Eric Ward, Public Information Director, Responsible More Than 3 Years	22 23 24	\$40,775	\$11,059	\$29,716
<i>Objective 4.3.1 - Issue and distribute annual Statewide Travel Report by statutory deadline (November 1st):</i>	Kathy Johnson, Senior Assistant Comptroller General, Responsible Less Than 3 Years	25	\$40,775	\$11,059	\$29,716
<i>Objective 4.3.2 - Post annual Statewide Travel Report on the statewide transparency website by November 1st:</i>	Eric Ward, Public Information Director, Responsible More Than 3 Years	26	\$40,775	\$11,059	\$29,716
<i>Objective 4.4.1 - Monitor annual spend volume and disburse P-Card rebate revenue to General Fund for qualifying agencies:</i>	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	27	\$40,775	\$11,059	\$29,716
<i>Objective 4.4.2 - Produce monthly report of P-Card spending by each state agency including the detailed spending by each agencies' cardholders and post report on the statewide transparency website:</i>	Ronnie Head, Senior Assistant Comptroller General, Responsible Less than 3 Years	28	\$40,775	\$11,059	\$29,716
<i>Objective 5.1.1 - Monitor monthly cost of each program area (Statewide Payroll/Accounts Payable, Statewide Financial Reporting, Statewide Accounting, Other Services, and Administration) and confront any increases if observed:</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	29	\$82,703	\$65,369	\$17,334
<i>Objective 5.2.1 - Present concise and accurate annual summaries of agency operations to Budget sub-committees of House and Senate:</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	30	\$55,299	\$43,743	\$11,556
<i>Objective 5.2.2 - Submit annual Accountability Report by agreed-upon deadline:</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	31	\$55,299	\$43,743	\$11,556
<i>Objective 5.2.3 - Complete EPMS process for each employee upon his or her annual employment anniversary for 100% of staff:</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	32	\$55,299	\$43,743	\$11,556
<i>Objective 5.2.4 - Conduct exit interviews for all departing agency personnel and ascertain ways to reduce unwanted turnover of employees:</i>	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	33	\$26,915	\$20,889	\$6,026

Strategic Requests for Fiscal Year 2017-18

Objective 5.3.1 - Support the SCEIS project team in converting the State Treasurer's Office (the only agency still on STARS) from STARS to SCEIS by December 31, 2015, so STARS can finally be retired:	Scott Houston, Senior Assistant Comptroller General, Responsible More Than 3 Years	34	\$82,703	\$65,369	\$17,334
Objective 5.4.1 - Perform annual information security assessments and other actions required by the agency's information security policies:	Scott Houston, Senior Assistant Comptroller General, Responsible More Than 3 Years	35	\$55,299	\$43,743	\$11,556
Objective 5.4.2 - Incorporate and adhere to new state cybersecurity directives as they are issued:	Eddie Gunn, Chief of Staff, Responsible More Than 3 Years	36	\$55,299	\$43,743	\$11,556
Objective 5.5.1 - Serve on multi-agency task forces, committees, and authorities dedicated to statewide initiatives:	Richard Eckstrom, Comptroller General, Responsible More Than 3 Years	37	\$82,703	\$65,369	\$17,334
Total Agency Plans to Spend on Objectives:			\$3,282,923	\$2,457,489	\$825,434
Where Agency Plans to Spend Money - Money previously committed for multiple years	Responsible Employee (Name, Position, Responsible more/less than 3 years)	Associated Performance Measure Item #s	Totals	General Appropriations	General Appropriations
Example - Continental Tire Recruitment Grant (agreement requires State pay income taxes for the company until 2020)	n/a	n/a	\$0	\$0	\$0
	n/a	n/a	\$0	\$0	\$0
Total Agency Plans to Spend on previous multiple year commitments:			\$0	\$0	\$0
Where Agency Plans to Spend Money - Unrelated Purpose (pass through or other purpose unrelated to agency's strategic plan)	Responsible Entity (i.e. entity who determines how the money is spent)	Associated Performance Measure Item #s	Totals	General Appropriations	General Appropriations
Unrelated Purpose #1 - insert description:	n/a	n/a	\$0	\$0	\$0
Unrelated Purpose #1 - insert description:	n/a	n/a	\$0	\$0	\$0
Unrelated Purpose #2 - insert description:	n/a	n/a	\$0	\$0	\$0
Insert any additional unrelated purposes	n/a	n/a	\$0	\$0	\$0
Total Agency Plans to Spend on Unrelated Purposes:			\$0	\$0	\$0

Total Agency Plans to Spend ((Total on Objectives + Total on previous multiple year commitments + Total on Unrelated Purposes):	\$3,282,923	\$2,457,489	\$825,434
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Amount Remaining:	\$0	\$0	\$0
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Strategic Requests for Fiscal Year 2017-18

Funds budgeted for use in subsequent years (i.e. when grant or other money received all at once, but intended to be spent over multiple years)	Responsible Employee (Name, Position, Responsible more/less than 3 years)	Associated Performance Measure Item #s	Totals	General Appropriations	General Appropriations
<i>Example - WIOA 3 year funds budgeted for use in next two fiscal years</i>			\$0	\$0	\$0
			\$0	\$0	\$0
<i>Insert any additional funds budgeted for use in subsequent years</i>			\$0	\$0	\$0
Total Funds budgeted for use in subsequent years:			\$0	\$0	\$0

Cash Balance Remaining, minus funds budgeted for use in subsequent years:	\$0	\$0	\$0
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Additional Explanations regarding Part B:	
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