

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



Program Evaluation Report Extension Request from Department on Aging

Date of Submission: **March 3, 2020**

Committee Standard Practices

10.1.3. The Chairman may, for reasons he determines as good cause, provide an agency an extension and new deadline to submit its Program Evaluation Report ("New Deadline"). The Chairman will not provide more than one, thirty day extension without unanimous consent from the full committee.

10.1.4. Before the Chairman will consider granting an extension, the Chairman may require the agency to provide a written letter, which may be sent via U.S. mail or included as an attachment to an email, explaining the reason the agency is requesting the extension and the number of days it is requesting, not to exceed thirty.

10.1.5. 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.

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).

The contents of this request are considered sworn testimony from the Agency Director.

I. Extension Request

1. Date the agency originally received the report guidelines: 1/24/2020
2. Date the agency submitted this request for an extension: 3/3/2020
3. Original deadline for the report: 3/9/2020
4. Number of additional days the agency is requesting: 30 Days
5. New deadline if the additional days are granted: April 8, 2020

II. History of Extensions

1. List the years in which the agency previously requested an extension, putting the years the extension was granted in bold: None

III. Good Cause

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.

As a newly appointed cabinet agency in 2019, we are working with several entities to complete reviews of our internal processes. Currently we are working with the Legislative Audit Council (LAC) to submit documents and complete their request in a timely manner so they can finalize their report, we just completed our single audit review, have new program director and budget director as of June 2019, as well as a newly appointed agency Director on January 22, 2020, therefore, an extension would allow us time to finish with the LAC and transition to working on our report for HOC. With the recent notice that another agency will present before the SCDOA, the extension would also allow us the time to concentrate and work on our presentation to ensure we are presenting in a knowledgeable for committee members to review.

IV. Verification

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. Connie D. Munn
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

- | | |
|---------------------------------------|---------------|
| 1. Date extension was granted: | March 4, 2020 |
| 2. Number of additional days granted: | 30 |
| 3. New deadline for agency response: | April 8, 2020 |