

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

RECIPIENTS OF FUNDS	<p>Prosecution Data Collection System and Personnel (1 FTE) \$500,000 non-recurring funds will be distributed pursuant to a contractual agreement for the development of the Prosecution Data Collection System.</p> <p>\$3,000 non-recurring funds will be used to purchase a computer and equipment for a new database administrator at the SCCPC to operate and maintain the requested prosecution data collection system, build and incorporate data fields and reports, and provide technical assistance on the database and portal to users (SCCPC and Offices of Circuit Solicitor).</p> <p>Associated Recurring Requests: \$106,000 recurring funds requested to hire the new database administrator position. \$150,000 will be distributed pursuant to a contractual agreement or other third-party vendor for annual system support/maintenance costs, testing, modifications and upgrades.</p>
	<p>Technology Operations Manager (1 FTE) \$3,000 non-recurring funds will be used to purchase a computer and equipment for a new experienced technology operations manager at the SCCPC to lead IT hardware and software development and to provide IT support for the SCCPC and the Office of Circuit Solicitor.</p> <p>Associated Recurring Request: \$121,000 recurring funds requested to hire the new technology operations manager position.</p>
	<p>Agency Website \$75,000 will be distributed pursuant to a contractual agreement for the development of an agency website.</p> <p>Associated Recurring Request: \$20,000 recurring funds requested for annual costs associated with support/maintenance modifications and upgrades.</p>
	<p>Software, Service & Equipment \$8,300 will be used to purchase equipment pursuant to procurement regulations and availability under a statewide contract.</p> <p>Associated Recurring Request: \$20,940 recurring funds requested for increases in annual contractual costs for existing technology software, storage, maintenance and support services and for the five-year rotation of computers for the agency's office and training operations.</p>
	<p><i>What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?</i></p>

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

**JUSTIFICATION OF
REQUEST**

Prosecution Data Collection System and Personnel (1 FTE)

The South Carolina Commission on Prosecution Coordination (SCCPC) requests FTE authorization and both recurring and non-recurring funding for the development and implementation of a Prosecution Data Collection System and to hire a database administrator to implement and maintain the system.

The new funding allocations and FTE authorization requested to support this project include: 1) \$500,000 non-recurring to procure a contract with a vendor to analyze the agency's data collection needs and build a database or provide a commercial off-the-shelf system for the SCCPC that allows the Offices of Circuit Solicitor to access the database for entering data and uploading documents/information; 2) \$106,000 recurring (\$75,000 Salary/\$30,000 Fringe/\$1,000 Operating), \$3,000 non-recurring for a computer and equipment, and authorization for 1 additional FTE to hire a database administrator to operate and maintain the data collection system, build and incorporate data fields and reports, and provide technical assistance on the database to users (SCCPC and Offices of Circuit Solicitor); and 3) \$150,000 recurring for annual system support/maintenance costs, testing, modifications and upgrades.

The SCCPC coordinates and supports South Carolina's sixteen elected circuit solicitors and their offices. As a vital component of this role, the SCCPC facilitates the collection, aggregation and reporting of administrative, programmatic and case data of the Offices of Circuit Solicitor statewide as required by state law and as requested by legislators, other agencies, criminal justice partners, and circuit solicitors. Statewide prosecution data collection and analysis, beyond that which is required by state law, improves the solicitors' assessments of their processes and programs, aids in identifying and tracking criminal activity trends, and assists solicitors with developing targeted strategies to improve the management of their offices and suppress criminal activity in their communities.

Despite the large volume of comprehensive reporting the SCCPC is tasked with producing and additional statewide prosecution data the solicitors would like access to, the agency, due to limited resources available, does not have a software system to facilitate the central collection of data, or to aggregate and produce reports from information provided.

Data collection and transmission for legislative and other reporting remains a primarily manual, non-uniform and unsound process that takes a great deal of time and effort, requires duplicate entry of data fields, and results in increased opportunities for human error. The deficiencies of the existing manual process for reporting, compounded with the agency's limited authorized staff of seven FTEs (including the executive director) reduces the agency's capacity and efficiency in the performance of other vital services and responsibilities as well as the implementation new initiatives.

The development of a portal and database system tailored to the data collection requirements of the SCCPC was identified as the best solution after consultation with the SC Department of Administration's Division of Technology, prosecution coordinators from other states, and commercial case management system companies. This solution also considers the foreseeable resources of the Offices of Circuit Solicitor, including compatibility with all case management platforms and the capability to interface with modern cloud-based prosecution case management systems (if or when such systems can be acquired in each circuit based on funding availability). A

prosecution data collection system is essential to streamline and maximize the accuracy and efficiency of existing statewide reporting requirements and will support future enhancements to accommodate additional data collection and analysis that will improve the assessment of existing processes and programs and provide information to help identify and develop new initiatives.

The proposed Prosecution Data Collection System will function and operate much in the same manner as the SC Department of Administration's IT Data Collection and Planning System which provides access to state agencies to enter current and planned IT resources and needs. The IT Data Collection and Planning System allows the Department of Administration to streamline its data collection processes so it can easily review, analyze and report data based on information entered by various state agencies. Likewise, the SCCPC's Prosecution Data Collection System will streamline the agency's data collection processes so it can easily review, analyze and report data based on information entered by various circuit solicitor offices. The Prosecution Data Collection System will:

- allow solicitors' offices to access/interface with the system, enter data, upload documents, and submit completed information;
- support the organization/addition of data fields and development of automated reports;
- eliminate manual dual entry of data fields by the SCCPC and reduce opportunities for human error;
- support electronic submission of reports by circuits and eliminate handwritten and facsimile transmission of reports currently often used;
- support uniform data entry;
- automatically integrate submitted data into report forms;
- provide access to available data and allow manipulation for creating ad hoc reports;
- support report and data sharing; and
- track and notify users of reporting requirements and deadlines.

Without the requested support to develop and implement a Prosecution Data Collection System, manual and other antiquated data collection and reporting methods will continue to be used, additional data reflecting true measures of success will not be identified or collected, and any measure of efficiency in the collection, analysis and reporting of data cannot be achieved.

AGENCY NAME:**Commission on Prosecution Coordination****AGENCY CODE:****E210****SECTION:****60****Technology Operations Manager (1 FTE)**

The SCCPC requests FTE authorization and both recurring and non-recurring funding to hire a technology operations manager to provide in-house technology and IT support for the SCCPC, provide centralized coordinated IT support for the Offices of Solicitor, facilitate IT hardware and software development for the SCCPC and Offices of Circuit Solicitor, develop uniform specifications for and ensure interface compatibility in the acquisition of software and equipment in the Offices of Solicitor, and ensure the efficient and economical management and development of technology resources within the SCCPC and Offices of Solicitor.

The new funding allocations and FTE authorization requested for the new technology operations manager position include \$121,000 recurring (\$85,000 Salary/\$34,000 Fringe/\$2,000 Operating), \$3,000 non-recurring for a computer and equipment, and authorization for 1 additional FTE.

The SCCPC currently operates and provides services for the State's sixteen Offices of Circuit Solicitor with 7 authorized FTEs (includes the executive director), which does not include any in-house technology staff to provide much-needed IT support and guidance. Meanwhile, the data collection, reporting, communication, training, document preparation, research, and programmatic needs of the agency continue to increase. A technology operations manager is essential for supporting modern and secure operation of the SCCPC and the Offices of Solicitor and will serve dual roles as project manager and systems and security analyst to evaluate, develop and manage technology projects. The technology operations manager will:

- manage cloud-based data interface among the Offices of Solicitor and the SCCPC office;
- support the central communication and coordination of effort, resources, technology development and reporting;
- develop and maintain standardized IT services related to software platform interface, uniform system specifications, IT management and security guidelines, IT planning, and IT support;
- develop, coordinate and maintain prosecution case management projects;
- serve as technology advisor for the SCCPC and technology liaison with the Offices of Solicitor;
- develop reports;
- evaluate IT needs and recommend solutions;
- use project management principles to complete projects;
- lead implementation of new technologies and lifecycle replacements; and
- study and incorporate new and evolving technologies.

The SCCPC currently has a staff 7 FTEs, which includes the executive director, to support the operations of the agency and the services provided for all circuit solicitor offices statewide.

Without the requested funding and authorization to hire a technology operations manager, agency operations cannot be maximized, many initiatives will be hindered, and centralized IT services cannot be provided for the Offices of Circuit Solicitor.

Agency Website

The SCCPC requests recurring and non-recurring funding to procure a comprehensive website that will provide agency customers and citizens up-to-date information, reports, updates and links in a way that is tailored to meet the needs of the Offices of Circuit Solicitor, criminal justice and community partners, and the public.

The development of a website by a commercial vendor was identified as the best solution in consultation with the SC Department of Administration's Division of Technology, web-development companies and prosecution entities. New funding requested to support this project includes: 1) \$75,000 non-recurring for a contract with a vendor to develop an agency website; and 2) \$20,000 recurring for annual costs associated with support/maintenance, modifications and upgrades.

The SCCPC is responsible for providing training, resources and support for the State's sixteen elected circuit solicitors and their offices; collecting and distributing / reporting various data; and collaborating with criminal justice partners. Such offerings serve a customer base that includes 1,200 full-time and part-time staff in solicitors' offices statewide (prosecutors, advocates, investigators, diversion coordinators, paralegals and administrative staff), other criminal justice agencies and entities and, ultimately, the citizens of South Carolina. Despite the variety of services provided for a large customer base, the SCCPC lacks a fully-functional website for accessing and sharing information related to the agency or the Offices of Solicitor.

The SCCPC has a basic website that was partially-developed many years ago at <http://www.prosecution.state.sc.us>; however, the site is neither operated nor maintained by the SCCPC. This project is intended to create a new SCCPC operated and maintained website to replace the existing site that will focus on the overall functionality of the pages, links and associated data located within the various areas of the website and enable separate links for training, prosecution, diversion, planning, outreach, etc. that are easy to access and that promote uniform practices.

The website will promote uniform practices among and provide essential resources for the Offices of Circuit Solicitor, educate citizens and agencies about the SCCPC and Offices of Circuit Solicitor, and provide information related to prosecutor functions. The website will include both public and private access to information relating to:

- Trainings
- Educational Videos
- Legal updates
- Summaries (ex. appellate decisions, rule changes, legislative enactments)
- Templates and forms
- Research
- General information on prosecutors and the criminal justice system
- Contact information
- Links to agency and other criminal justice websites
- Commission and Solicitor information
- Public service grant and scholarship information
- Reports

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

Without the requested support to develop a website, a central online tool to share and access up-to-date information and resources cannot be provided for the Offices of Circuit Solicitor and the public.

Software, Service & Equipment (Non-recurring)

The SCCPC requests \$8,300 in non-recurring funding to replace end-of-life and malfunctioning equipment needed for education trainings. The SCCPC organizes and conducts annually an average of 20 trainings providing 150 hours of continuing education credit hours for over 1,400 prosecutors, victim advocates, diversion coordinators, law enforcement officers and judges. The non-recurring education training needs for equipment include:

- 2 portable projectors (\$3,900)
- 2 Laptops (\$4,000)
- 6 Wireless Presenters (\$200)
- Pull-down Projection Screen (\$200)

Inoperable, malfunctioning and aging equipment that is not replaced would result in a reduction of training programs offered.

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM C – CAPITAL REQUEST

AGENCY PRIORITY	5	<i>Provide the Agency Priority Ranking from the Executive Summary.</i>
TITLE	<u>Agency Office Renovation & Security: Construction & Installation</u> <i>Provide a brief, descriptive title for this request.</i>	
AMOUNT	General: \$194,000 Federal: \$0 Other: \$0 Total: \$194,000 <i>How much is requested for this project in FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.</i>	
CPIP PRIORITY	<p>The agency submits its projects through the South Carolina Department of Administration (DOA). This project is included in DOA's CPIP for plan year 2020-2021 as priority number 24. This is the first time that the project has been included in a CPIP.</p> <p>If the funding is not made available in the amount requested, the agency will be unable to renovate the space as needed, adversely impacting the agency's ability to effectively and efficiently fulfill its statutory obligations.</p> <p><i>Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.</i></p>	
OTHER APPROVALS	<p>Approvals already obtained: Phase I – A1 Pre-Design Proposal</p> <p>Additional approvals that must be secured for the project to succeed: Phase II - A1 construction plan review by DOA and approval by JBRC staff</p> <p><i>What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)</i></p>	
LONG-TERM PLANNING AND SUSTAINABILITY	<p>The agency has already invested \$3,225 from carry-forward funds in this project to obtain schematic designs and cost estimates for the renovation and upfit of existing office space to accommodate 2-3 additional staff and a multi-use training/meeting room. Upfit will include the construction of new walls and the renovation/replacement of ceilings, flooring, lighting, mechanical systems, electrical systems, security system, etc.</p> <p>If the requested funding is received through the FY21 budget, the agency does not anticipate requesting other capital and/or operating funds for this project.</p> <p>The agency does not expect this capital improvement to result in either an increase or savings in annual operating costs associated with the leased space.</p> <p>The expected useful life of the capital improvement is at least 10 years.</p>	

AGENCY NAME:

Commission on Prosecution Coordination

AGENCY CODE:

E210

SECTION:

60

What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital improvement?

SUMMARY

The SCCPC requests \$194,000 in non-recurring funds for the renovation and upfit of existing office space for accommodating 2-3 additional staff, a multi-use training/meeting room, and updated physical security (\$182,000 Construction / \$12,000 Security Update). As the demands placed upon the Offices of Solicitor have increased, likewise, the service, training, project management, reporting and technology demands imposed upon the SCCPC have also increased. The SCCPC needs additional funding, staff and other resources to sustain and maintain existing services provided. The requested renovation and upfit will provide a multi-functional space with flexible seating for 25-34 persons (depending on configuration and use for training or meeting) to accommodate increased training and meeting needs and to support workspace for critically-needed IT staff.

The agency moved from non-state property to the basement of the Wade Hampton Building on the State House Complex in February 2012 under a lease with the Department of Administration. On October 1, 2016, the agency acquired an additional open-space room (753 square-feet) between the main office suite and the agency's small work/conference room. The SCCPC has made no renovations to this room. Since acquisition, the open-space room has been used as a storage, file and work room, except for two short periods of time during which the agency allowed utilization and occupancy of the room by the Comptroller General's Office and the Bureau of Protective Services of the Department of Public Safety to accommodate critical short-term space needs of these offices.

The project will include renovations to the open-space room and minor renovations to other office space. The renovations are necessary to accommodate additional staff for which funding is requested in the FY 21 budget, and provide a usable multi-use space for trainings, meetings and project work. The project also includes updating the agency's office security system as recommended in FY 19 by the Bureau of Protective Services of the S.C. Department of Public Safety following a physical security assessment of the agency's office space.

The SCCPC has submitted an associated request of \$29,000 in non-recurring funding for furniture and equipment to purchase movable nesting tables and chairs, white boards and equipment for the new multi-use training/meeting room; and basic cubicle and work space furnishings for new FTEs.

Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	6
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	<u>Agency Office Renovation & Security Update: Furniture & Equipment</u>
--------------	--

Provide a brief, descriptive title for this request.

AMOUNT	General: \$29,000 Federal: \$0 Other: \$0 Total: \$29,000
---------------	--

What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input checked="" type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input checked="" type="checkbox"/>	Consulted DTO during development
<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations	
<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding	
<input type="checkbox"/>	Related to a Recurring request – If so, Priority #	

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input checked="" type="checkbox"/>	Government and Citizens	

ACCOUNTABILITY OF FUNDS	Strategy: Provide legal support and training for the Offices of Solicitor to enable uniform application of laws, standards, procedures, analysis and resources
	Strategy: Support the programmatic operations of the Offices of Solicitor
	Strategy: Enable staff to perform job duties, work effectively and efficiently, and accomplish the agency's mission by providing appropriate technology and staffing support
	Strategy: Provide technology support for the Offices of Circuit Solicitor.

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

	<p>Accountability: Cumulative construction, security, furniture and equipment funding requests for Agency Office Renovation & Security Update will allow the agency to meet increased demands for specialized trainings and meetings. Funding will also support the agency's funding requests for IT staff by providing economical workspace for the new FTEs.</p>
--	--

What specific strategy, as outlined in the FY 2019-20 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	<p>Funds will be used for furniture and equipment needs associated with the agency's request for renovations to existing office space. The SCCPC will purchase movable nesting tables and chairs, white boards and equipment for the new multi-use training/meeting room; and basic cubicle and work space furnishings for new IT staff requested.</p> <p>Associated Capital Request: \$194,000 non-recurring funds for construction and security updates to existing office space.</p>
----------------------------	---

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

JUSTIFICATION OF REQUEST	<p>The SCCPC requests \$29,000 in non-recurring funding for the purchase of furniture and equipment to upfit existing office space upon completion of renovations simultaneously requested pursuant to a capital request.</p> <p>The SCCPC's associated non-recurring Office Renovation and Security Update capital request of \$194,000 for construction costs and updating the office's physical security will support the efficient use of the agency's existing office space to meet increased training, meeting and workspace needs by accommodating workspace for 2-3 additional staff, a multi-functional training/meeting room, and updated physical security. As the demands placed upon the Offices of Solicitor have increased, likewise, the service, training, project management, reporting and technology demands imposed upon the SCCPC have also increased. The SCCPC needs additional funding, staff and other resources to sustain and maintain existing services provided.</p> <p>Requested funding will be used to purchase the following furniture and equipment:</p> <ul style="list-style-type: none"> • Training Furniture / Equipment = \$23,000 <ul style="list-style-type: none"> ○ Moveable Nesting Tables (\$8,200) ○ Nesting Chairs (\$8,300) ○ White Boards (\$4,300) ○ Mounted Projector (\$2,200) • Office Furniture = \$6,000 <ul style="list-style-type: none"> ○ Cubicles (\$3,000) ○ Miscellaneous Workspace Seating and Furniture (\$3,000)
---------------------------------	--

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	7
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	<u>Agency Training Expenses</u>
--------------	---------------------------------

Provide a brief, descriptive title for this request.

AMOUNT	General: \$66,000 Federal: \$0 Other: \$0 Total: \$66,000
---------------	--

What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0
----------------------	---

Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input checked="" type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input type="checkbox"/>	IT Technology/Security related
<input type="checkbox"/>	Consulted DTO during development	
<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # <u>4</u>	

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
	<input checked="" type="checkbox"/>	Government and Citizens

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

ACCOUNTABILITY OF FUNDS	<p>Strategy: Provide legal support and training for the Offices of Solicitor to enable uniform application of laws, standards, procedures, analysis and resources</p> <p>Strategy: Support the programmatic operations of the Offices of Solicitor</p> <p>Accountability: Recurring funding is needed to establish an agency training budget for meeting and travel expenses to meet increased demands for regional training programs and to replace reductions in Traffic Safety Resource Prosecutor (TSRP) grant funds in order to sustain current levels of DUI trainings offered.</p>
--------------------------------	---

What specific strategy, as outlined in the FY 2019-20 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	<p>\$39,000 will be used by the agency to pay training space fees, travel costs and other expenses to provide increased general and specialized training opportunities regionally as demanded by the increased staffing, legal changes, procedural complexities, and scheduling difficulties of the Offices of Solicitor.</p> <p>\$27,000 will be used by the agency to replace a reduction in Traffic Safety Resource Prosecutor (TSRP) grant funds awarded by SCDPS in order to sustain and enhance DUI-specific training programs provided for prosecutors and law enforcement.</p> <p>Associated Recurring Request: \$8,300 in non-recurring funding is requested as part of the SCCPC's "Agency Technology & IT Staff" request for "Software, Service & Equipment" for the purchase of adequate, supported technology that is necessary for the development, operation and efficient management of the agency's training programs.</p>
----------------------------	---

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

JUSTIFICATION OF REQUEST	<p>The SCCPC requests \$66,000 to establish an agency training budget for training expenses, including training space and travel costs, to provide more specialized and regional training opportunities. Additional funding for training expenses is also needed replace a reduction in Traffic Safety Resource Prosecutor (TSRP) grant funds awarded by SCDPS in order to sustain and enhance training programs on DUI and other traffic-related charges provided for prosecutors and law enforcement.</p> <p>\$39,000 will be used to provide increased general and specialized training opportunities regionally as demanded by the increased staffing, legal changes, procedural complexities, and scheduling difficulties of the Offices of Solicitor. Associated expenses include training space fees and travel costs for staff and outside speakers.</p> <p>\$29,000 will replace reduced TSRP Program grant funds awarded by DPS, which has declined \$50,000 since FY 11. The current grant award (\$125,523) is only enough for 1 TSRP position (salary and fringe). Requested funds will replace funds no longer available in the grant for resource and training materials, travel, training space and speaker fees, and other needs to provide training and assistance for law enforcement officers and prosecutors statewide on DUI and traffic-related prosecutions.</p>
---------------------------------	--

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

Chief among the support services the SCCPC provides for the Offices of Solicitor is training and continuing education for their staff, including prosecutors, paralegals, investigators, victim advocates, diversion program staff, and/or administrative staff. Every training that is conducted has resource materials intended for future reference and use. The majority of all trainings are accredited by the Supreme Court of South Carolina Commission on CLE and Specialization, South Carolina Criminal Justice Academy, and/or Department of Crime Victim Services Training, Provider Certification & Statistical Analysis.

As the workloads and staffing of and demands placed upon the Offices of Solicitor have increased, the demand for the SCCPC to conduct more training (especially specialized training) has also increased. The overwhelming majority of trainings conducted by the SCCPC are held (and will continue to be held) in Columbia; however, there is an increasing need to conduct trainings at the regional level across the state. Regional trainings not only provide the opportunity to address regional issues (for example, local gang issues, witness intimidation, and local trends in illegal drug activity), but also allow for team training (prosecutors and local law enforcement; prosecutors and paralegals, prosecutors and victim advocates, etc.) and minimizes the time Solicitors' staff have to divert from their cases to travel for training.

Additionally, due to reductions over the years in grant funds awarded by SCDPS to support the SCCPC's Traffic Safety Resource Prosecutor (TSRP) program, grant funds cover little more than the salary and fringe of the TSRP position, thus expenses for training on the prosecution of DUI and other traffic-related charges that is required by the TSRP grant must be paid from the SCCPC's general fund budget.

Without the requested funding, the SCCPC will be unable to establish a training budget to support more specialized and regional trainings and provide the DUI and traffic-related training required under the TSRP grant program.

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.

AGENCY NAME:	SC Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	8
------------------------	----------

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitor Prosecution Case Management Systems & IT Infrastructure
--------------	--

Provide a brief, descriptive title for this request.

AMOUNT	General: \$1,609,600 Federal: \$0 Other: \$0 Total: \$1,609,000
---------------	--

What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0
----------------------	----------

Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input checked="" type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
<input checked="" type="checkbox"/>	Consulted DTO during development	
<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # 9 & 4	

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input checked="" type="checkbox"/>	Government and Citizens	

AGENCY NAME:	SC Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

ACCOUNTABILITY OF FUNDS

Strategy: Enable the collection and analysis of prosecution data to address community needs, improve public safety and pursue justice goals, and streamline and maximize the accuracy and efficiency of existing statewide reporting requirements.

Strategy: Lead the development and coordination of efforts that promote the modernization and efficient sharing and transfer of data between criminal justice partners

Accountability: IT Infrastructure and web-based Prosecution Case Management Systems for the Offices of Solicitor is needed to allow solicitors to maintain, access and share case data and information, and enable accurate and uniform data collection and reporting. Funding to enable acquisition of these systems has been a top priority for years because they will significantly increase the efficiencies and capabilities of the Offices of Solicitor and because interface and connectivity with courts, law enforcement, public defenders, and databases that compile data from the unique case management systems for these criminal justice partners is not possible until Circuit Solicitors, too, are able to purchase and maintain modern prosecution case management systems capable of supporting interface and connectivity.

What specific strategy, as outlined in the FY 2019-20 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS

\$1,609,600 recurring funding will be distributed pro-rata to the Offices of Solicitor (\$100,600 per circuit) for annual maintenance, system support & upgrade, and user fees associated with the acquisition and implementation of web-based Prosecution Case Management Systems. Funding is based on the average cost per circuit. Remaining funds will be used by the Circuit Solicitor for recurring IT Infrastructure needs.

Associated Non-Recurring Request: \$2,704,000 non-recurring funds requested for distribution pro-rata to the Offices of Solicitor (\$169,000 per circuit) for the acquisition and implementation of web-based Prosecution Case Management Systems to replace existing case management systems that are antiquated and lack interface capabilities. Funding is based on the average cost of licensing and system conversion per circuit. Remaining funds will be used by the Circuit Solicitor for non-recurring IT Infrastructure needs.

Associated Recurring & Non-Recurring Request: \$121,000 recurring funds requested to hire an experienced Technology Operations Manager at the SCCPC to lead IT hardware and software development and to provide IT support for the SCCPC and the Office of Circuit Solicitor. The Technology Operations Manager will develop uniform specifications for and ensure interface compatibility in the Circuit Solicitors' acquisition of Prosecution Case Management Systems. \$3,000 non-recurring funds is requested for a computer and equipment for the new technology operations manager position.

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

AGENCY NAME:**SC Commission on Prosecution Coordination****AGENCY CODE:****E210****SECTION:****60****JUSTIFICATION OF
REQUEST**

The SCCPC requests both recurring and non-recurring funding to distribute among the Offices of Solicitor for the acquisition and implementation of web-based Prosecution Case Management Systems. The systems will replace existing case management systems that are antiquated and lack interface capabilities.

The new funding allocations requested to support this project include: (1) \$2,704,000 non-recurring funds for circuit licensing and system conversion for the initial purchase of commercial Prosecution Case Management Systems; and (2) \$1,609,600 recurring funds for annual maintenance, system support & upgrade, and user fees associated with the acquisition and implementation of the Case Management Systems. Funding will be distributed pro-rata to the Offices of Solicitor (\$169,000 non-recurring & \$100,600 recurring per circuit) and is based on average cost per circuit. Pro-rata distribution will direct a larger allocation to smaller circuits that they would otherwise receive from distributions based the percentage of pending warrants per circuit as a percentage of the total statewide docket, and any remaining funds will be used by the Circuit Solicitor for recurring IT Infrastructure needs.

Upon approval and allocation of funding for Prosecution Case Management Systems for solicitors and the associated funding request for SCCPC IT staff, the SCCPC will develop specifications and requirements to: (1) enable solicitors to acquire systems tailored to their specific needs; (2) support uniform data collection; (3) improve reporting efficiency and accuracy (3) ensure interface compatibility with other solicitor's prosecution case management systems and the SCCPC's requested Prosecution Data Collection System; and (4) allow for interface with and/or data pushing to existing or future centralized databases managed by the Judicial Department, law enforcement or other criminal justice partners.

A significant obstacle to the SCCPC in acquiring and reporting accurate data on prosecutor caseloads is that the data maintained by the Judicial Department is inaccurate and/or misleading. This can be fixed if the SCCPC can collect data directly and consistently from the Offices of Solicitor. Modern Prosecution Case Management Systems in each office can accurately gather defined data and can interface with each other and the SCCPC. This can ensure that uniform and accurate data can be obtained and shared for county, circuit or statewide analysis. These systems can also interface with clerks of court and Court Administration to transfer required prosecution data.

Web-based Prosecution management Systems can also link with evidence management software that maximizes access to and storage of discovery; enables efficient communication and data-transfer between prosecutors, law enforcement agencies, public defenders and judges; reduces physical delivery of discovery; and alleviates a portion of law enforcement data storage needs and expenses.

Funding to enable acquisition of these systems has been a top priority for years because they will significantly increase the efficiencies and capabilities of the Offices of Solicitor and because interface and connectivity with courts, law enforcement, public defenders, and databases that compile data from the unique case management systems for these criminal justice partners is not possible until Circuit Solicitors, too, are able to purchase and maintain modern prosecution case management systems capable of supporting interface and connectivity.

AGENCY NAME:	SC Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	9
------------------------	----------

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitor Prosecution Case Management Systems & IT Infrastructure
--------------	--

Provide a brief, descriptive title for this request.

AMOUNT	General: \$2,704,000 Federal: \$0 Other: \$0 Total: \$2,704,000
---------------	--

What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input checked="" type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input checked="" type="checkbox"/>	Consulted DTO during development
<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations	
<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding	
<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # 8 & 3	

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input checked="" type="checkbox"/>	Government and Citizens	

ACCOUNTABILITY OF FUNDS	Strategy: Enable the collection and analysis of prosecution data to address community needs, improve public safety and pursue justice goals, and streamline and maximize the accuracy and efficiency of existing statewide reporting requirements.
	Strategy: Lead the development and coordination of efforts that promote the modernization and efficient sharing and transfer of data between criminal justice partners
	Accountability: IT Infrastructure and web-based Prosecution Case Management Systems for the Offices of Solicitor is needed to allow solicitors to maintain, access and

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

	<p>share case data and information, and enable accurate and uniform data collection and reporting. Funding to enable acquisition of these systems has been a top priority for years because they will significantly increase the efficiencies and capabilities of the Offices of Solicitor and because interface and connectivity with courts, law enforcement, public defenders, and databases that compile data from the unique case management systems for these criminal justice partners is not possible until Circuit Solicitors, too, are able to purchase and maintain modern prosecution case management systems capable of supporting interface and connectivity.</p>
--	---

What specific strategy, as outlined in the FY 2019-20 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	<p>\$2,704,000 non-recurring funding will be distributed pro-rata to the Offices of Solicitor (\$169,000 per circuit) for the acquisition and implementation of web-based Prosecution Case Management Systems to replace existing case management systems that are antiquated and lack interface capabilities. Funding is based on the average cost of licensing and system conversion per circuit. Remaining funds will be used by the Circuit Solicitor for non-recurring IT Infrastructure needs.</p> <p>Associated Recurring Request: \$1,609,600 recurring funds requested for distribution pro-rata to the Offices of Solicitor (\$100,600 per circuit) for annual maintenance, system support & upgrade, and user fees associated with the acquisition and implementation of web-based Prosecution Case Management Systems. Funding is based on the average cost per circuit. Remaining funds will be used by the Circuit Solicitor for recurring IT Infrastructure needs.</p> <p>Associated Recurring & Non-Recurring Request: \$121,000 recurring funds requested to hire an experienced Technology Operations Manager at the SCCPC to lead IT hardware and software development and to provide IT support for the SCCPC and the Office of Circuit Solicitor. The Technology Operations Manager will develop uniform specifications for and ensure interface compatibility in the Circuit Solicitors' acquisition of Prosecution Case Management Systems. \$3,000 non-recurring funds is requested for a computer and equipment for the new technology operations manager position.</p>
----------------------------	--

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

AGENCY NAME:**Commission on Prosecution Coordination****AGENCY CODE:****E210****SECTION:****60****JUSTIFICATION OF
REQUEST**

The SCCPC requests both recurring and non-recurring funding to distribute among the Offices of Solicitor for the acquisition and implementation of web-based Prosecution Case Management Systems. The systems will replace existing case management systems that are antiquated and lack interface capabilities.

The new funding allocations requested to support this project include: (1) \$2,704,000 non-recurring funds for circuit licensing and system conversion for the initial purchase of commercial Prosecution Case Management Systems; and (2) \$1,609,600 recurring funds for annual maintenance, system support & upgrade, and user fees associated with the acquisition and implementation of the Case Management Systems. Funding will be distributed pro-rata to the Offices of Solicitor (\$169,000 non-recurring & \$100,600 recurring per circuit) and is based on average cost per circuit. Pro-rata distribution will direct a larger allocation to smaller circuits that they would otherwise receive from distributions based the percentage of pending warrants per circuit as a percentage of the total statewide docket, and any remaining funds will be used by the Circuit Solicitor for recurring IT Infrastructure needs.

Upon approval and allocation of funding for Prosecution Case Management Systems for solicitors and the associated funding request for SCCPC IT staff, the SCCPC will develop specifications and requirements to: (1) enable solicitors to acquire systems tailored to their specific needs; (2) support uniform data collection; (3) improve reporting efficiency and accuracy (3) ensure interface compatibility with other solicitor's prosecution case management systems and the SCCPC's requested Prosecution Data Collection System; and (4) allow for interface with and/or data pushing to existing or future centralized databases managed by the Judicial Department, law enforcement or other criminal justice partners.

A significant obstacle to the SCCPC in acquiring and reporting accurate data on prosecutor caseloads is that the data maintained by the Judicial Department is inaccurate and/or misleading. This can be fixed if the SCCPC can collect data directly and consistently from the Offices of Solicitor. Modern Prosecution Case Management Systems in each office can accurately gather defined data and can interface with each other and the SCCPC. This can ensure that uniform and accurate data can be obtained and shared for county, circuit or statewide analysis. These systems can also interface with clerks of court and Court Administration to transfer required prosecution data.

Web-based Prosecution management Systems can also link with evidence management software that maximizes access to and storage of discovery; enables efficient communication and data-transfer between prosecutors, law enforcement agencies, public defenders and judges; reduces physical delivery of discovery; and alleviates a portion of law enforcement data storage needs and expenses.

Funding to enable acquisition of these systems has been a top priority for years because they will significantly increase the efficiencies and capabilities of the Offices of Solicitor and because interface and connectivity with courts, law enforcement, public defenders, and databases that compile data from the unique case management systems for these criminal justice partners is not possible until Circuit Solicitors, too, are able to purchase and maintain modern prosecution case management systems capable of supporting interface and connectivity.

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?

AGENCY NAME:	SC Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	10
------------------------	-----------

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitor 1/2 Funding Caseload Equalization & Prosecutor Retention
--------------	---

Provide a brief, descriptive title for this request.

AMOUNT	General: \$9,906,000 Federal: \$0 Other: \$0 Total: \$9,906,000
---------------	--

What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0
----------------------	----------

Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input type="checkbox"/>	IT Technology/Security related
	<input type="checkbox"/>	Consulted DTO during development
	<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # 11

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
	<input checked="" type="checkbox"/>	Government and Citizens

AGENCY NAME:

SC Commission on Prosecution Coordination

AGENCY CODE:

E210

SECTION:

60

**ACCOUNTABILITY
OF FUNDS**

Strategy: Support the efficient disposition of general sessions warrants.

Strategy: Support efforts that enable all driving under the influence (DUI) cases to be prosecuted by the Offices of Solicitor.

Accountability: Funding for 1/2 of the Circuit Solicitor 3-Year Caseload Equalization & Prosecutor Retention Plan will enable the Offices of Solicitor to hire additional prosecutors and retain talented prosecutors to reduce prosecutor caseloads and support the efficient disposition of cases in a manner that promotes justice. Continued growth in population, criminal charges and technological advances requires the investment of state funding for an adequate number of prosecutors to handle this growth. Defendants, victims and the community should enjoy the right to speedy and fair dispositions of cases. This can only be achieved if prosecutors have time to properly assess cases to determine if sufficient evidence exists to go forward, to decide what a fair outcome should be and then to prepare to achieve it. Based on their assessment of each case, prosecutors must decide whether a case should be dismissed, if a defendant should be placed in a treatment court or diversion/intervention program or if a defendant should be incarcerated.

The goals of the Circuit Solicitors are to reduce prosecutor caseloads, to increase the number of criminal cases disposed of annually, and to dispose of more cases than are added to the docket annually. A significant obstacle to acquiring accurate disposition data to evaluate these goals, however, is that the data maintained by the Judicial Department is inaccurate and/or misleading. Backlog should not be measured by the percentage of incoming new cases compared to the number of older cases on the docket. Using this analysis, if crime rates drop, fewer new cases come in so the percentage of "old" cases rises. Dropping crime rates should never reflect negatively on a solicitor's office. Disposition data can be effectively evaluated if the SCCPC's funding request for a Prosecution Data Collection System is provided to enable the collection of disposition data directly and consistently from the Offices of Solicitor.

What specific strategy, as outlined in the FY 2019-20 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

**RECIPIENTS OF
FUNDS**

\$9,906,000 recurring funding for salary and fringe will be distributed to the Circuit Solicitors to hire additional attorneys and retain experienced and talented prosecutors. \$2,496,000 will be distributed pro-rata (\$156,000 per circuit) to support the equivalent of salary and fringe costs for two attorneys in each circuit. The remaining \$7,410,000 will be distributed based on each county's average incoming caseload.

Associated Non-Recurring Request: \$381,000 non-recurring funds requested for computers and equipment for prosecutors funded. \$192,000 will be distributed pro-rata (\$6,000 per circuit) for two funded attorneys. The remaining \$285,000 will be distributed based on each county's average incoming caseload.

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

AGENCY NAME:	SC Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

**JUSTIFICATION OF
REQUEST**

The SCCPC requests new funding for distribution among the Offices of Solicitor as follows: \$9,906,000 in recurring funding for salary and fringe to hire additional prosecutors (with varying levels of experience) and retain experienced and talented prosecutors to meet increased caseload demands, reduce backlogs and properly move cases more efficiently; and \$381,000 in non-recurring funding for computers and equipment for the funded prosecutors.

Of recurring funds requested, \$2,496,000 will be distributed pro-rata (\$156,000 per circuit) to support the salary and fringe equivalent for two prosecutors in each circuit and \$7,410,000 will be distributed based on each county's average incoming caseload.

Of non-recurring funds requested, \$192,000 will be distributed pro-rata (\$6,000 per circuit) to purchase computers and equipment for two funded prosecutors and \$285,000 will be distributed based on each county's average incoming caseload.

In FY 16, the average caseload of General Sessions prosecutors was 374 warrants. That year, the SCCPC established a goal for general sessions prosecutors to carry a caseload of 200 or fewer cases and requested caseload equalization funding to begin reducing caseloads to meet this goal. \$7.8 Million in new appropriations were provided in FY 17 to address existing caseloads. An additional \$3 Million was provided to prosecute domestic violence cases that were being prosecuted by police officers. Circuit Solicitors were able to hire more prosecutors to reduce the average caseload to 297 warrants per General Sessions prosecutor based on the number of FY 16 criminal charges.

No additional funding has been provided since FY 17 to enable Circuit Solicitors to achieve an average caseload of 200 warrants per prosecutor. Further, the number of new incoming warrants statewide increased from 120,678 warrants in FY 16 to 135,400 warrants in FY 19, a 12.20% increase. Likewise, since the last caseload equalization funding in FY 17, average caseloads have increased from 297 to 334 warrants per prosecutor in FY 19, a 12.95% increase. Requested funds are one-half the total needed to achieve the SCCPC's average caseload goal and are estimated to enable the Offices of Solicitor to reduce average caseloads to 267 warrants per prosecutor.

Requested funds are based on the following calculations and assumptions: (1) the statewide three-year average of FY 17, FY 18 and FY 19 annual incoming warrants is 131,966; (2) the caseload goal for general sessions prosecutors is 200 warrants annually; (3) to achieve the annual caseload goal, the total number of general sessions prosecutors needed is 660; (4) the number of general sessions prosecutors funded from all sources in FY 17 (date of last funding) through FY 20 is 406; (5) the number of additional prosecutors needed in FY 20 to achieve the caseload goal is 254 (660-406); (6) the number of prosecutors new state funding is requested for in FY 21 is 127 (254÷2); and (7) the funding request for each prosecutor is \$78,000 recurring (\$55,000 Salary/\$22,000 Fringe/\$1,000 Operating) and \$3,000 non-recurring (computer and equipment).

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	11 <i>Provide the Agency Priority Ranking from the Executive Summary.</i>																								
TITLE	Circuit Solicitor 1/2 Funding for Caseload Equalization & Prosecutor Retention <i>Provide a brief, descriptive title for this request.</i>																								
AMOUNT	General: \$381,000 Federal: \$0 Other: \$0 Total: \$381,000 <i>What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.</i>																								
FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply: <table border="1" style="width: 100%;"> <tr><td><input type="checkbox"/></td><td>Change in cost of providing current services to existing program audience</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Change in case load/enrollment under existing program guidelines</td></tr> <tr><td><input type="checkbox"/></td><td>Non-mandated change in eligibility/enrollment for existing program</td></tr> <tr><td><input type="checkbox"/></td><td>Non-mandated program change in service levels or areas</td></tr> <tr><td><input type="checkbox"/></td><td>Proposed establishment of a new program or initiative</td></tr> <tr><td><input type="checkbox"/></td><td>Loss of federal or other external financial support for existing program</td></tr> <tr><td><input type="checkbox"/></td><td>Exhaustion of fund balances previously used to support program</td></tr> <tr><td><input type="checkbox"/></td><td>IT Technology/Security related</td></tr> <tr><td><input type="checkbox"/></td><td>Consulted DTO during development</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Request for Non-Recurring Appropriations</td></tr> <tr><td><input type="checkbox"/></td><td>Request for Federal/Other Authorization to spend existing funding</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Related to a Recurring request – If so, Priority # 10</td></tr> </table>	<input type="checkbox"/>	Change in cost of providing current services to existing program audience	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program	<input type="checkbox"/>	Non-mandated program change in service levels or areas	<input type="checkbox"/>	Proposed establishment of a new program or initiative	<input type="checkbox"/>	Loss of federal or other external financial support for existing program	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program	<input type="checkbox"/>	IT Technology/Security related	<input type="checkbox"/>	Consulted DTO during development	<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations	<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding	<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # 10
<input type="checkbox"/>	Change in cost of providing current services to existing program audience																								
<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines																								
<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program																								
<input type="checkbox"/>	Non-mandated program change in service levels or areas																								
<input type="checkbox"/>	Proposed establishment of a new program or initiative																								
<input type="checkbox"/>	Loss of federal or other external financial support for existing program																								
<input type="checkbox"/>	Exhaustion of fund balances previously used to support program																								
<input type="checkbox"/>	IT Technology/Security related																								
<input type="checkbox"/>	Consulted DTO during development																								
<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations																								
<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding																								
<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # 10																								
STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective: <table border="1" style="width: 100%;"> <tr><td><input type="checkbox"/></td><td>Education, Training, and Human Development</td></tr> <tr><td><input type="checkbox"/></td><td>Healthy and Safe Families</td></tr> <tr><td><input type="checkbox"/></td><td>Maintaining Safety, Integrity, and Security</td></tr> <tr><td><input type="checkbox"/></td><td>Public Infrastructure and Economic Development</td></tr> <tr><td><input checked="" type="checkbox"/></td><td>Government and Citizens</td></tr> </table>	<input type="checkbox"/>	Education, Training, and Human Development	<input type="checkbox"/>	Healthy and Safe Families	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security	<input type="checkbox"/>	Public Infrastructure and Economic Development	<input checked="" type="checkbox"/>	Government and Citizens														
<input type="checkbox"/>	Education, Training, and Human Development																								
<input type="checkbox"/>	Healthy and Safe Families																								
<input type="checkbox"/>	Maintaining Safety, Integrity, and Security																								
<input type="checkbox"/>	Public Infrastructure and Economic Development																								
<input checked="" type="checkbox"/>	Government and Citizens																								
ACCOUNTABILITY OF FUNDS	<p>Strategy: Support the efficient disposition of general sessions warrants.</p> <p>Strategy: Support efforts that enable all driving under the influence (DUI) cases to be prosecuted by the Offices of Solicitor.</p> <p>Accountability: Funding for 1/2 of the Circuit Solicitor 3-Year Caseload Equalization & Prosecutor Retention Plan will enable the Offices of Solicitor to hire additional prosecutors and retain talented prosecutors to reduce prosecutor caseloads and support the efficient disposition of cases in a manner that promotes justice. Continued growth</p>																								

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

	<p>in population, criminal charges and technological advances requires the investment of state funding for an adequate number of prosecutors to handle this growth. Defendants, victims and the community should enjoy the right to speedy and fair dispositions of cases. This can only be achieved if prosecutors have time to properly assess cases to determine if sufficient evidence exists to go forward, to decide what a fair outcome should be and then to prepare to achieve it. Based on their assessment of each case, prosecutors must decide whether a case should be dismissed, if a defendant should be placed in a treatment court or diversion/intervention program or if a defendant should be incarcerated.</p> <p>The goals of the Circuit Solicitors are to reduce prosecutor caseloads, to increase the number of criminal cases disposed of annually, and to dispose of more cases than are added to the docket annually. A significant obstacle to acquiring accurate disposition data to evaluate these goals, however, is that the data maintained by the Judicial Department is inaccurate and/or misleading. Backlog should not be measured by the percentage of incoming new cases compared to the number of older cases on the docket. Using this analysis, if crime rates drop, fewer new cases come in so the percentage of "old" cases rises. Dropping crime rates should never reflect negatively on a solicitor's office. Disposition data can be effectively evaluated if the SCCPC's funding request for a Prosecution Data Collection System is provided to enable the collection of disposition data directly and consistently from the Offices of Solicitor.</p>
--	--

What specific strategy, as outlined in the FY 2019-20 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	<p>\$9,906,000 recurring funding for salary and fringe will be distributed to the Circuit Solicitors to hire additional attorneys and retain experienced and talented prosecutors. \$2,496,000 will be distributed pro-rata (\$156,000 per circuit) to support the equivalent of salary and fringe costs for two attorneys in each circuit. The remaining \$7,410,000 will be distributed based on each county's average incoming caseload.</p> <p>Associated Non-Recurring Request: \$381,000 non-recurring funds requested for computers and equipment for prosecutors funded. \$192,000 will be distributed pro-rata (\$6,000 per circuit) for two funded attorneys. The remaining \$285,000 will be distributed based on each county's average incoming caseload.</p>
----------------------------	---

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

**JUSTIFICATION OF
REQUEST**

The SCCPC requests new funding for distribution among the Offices of Solicitor as follows: \$9,906,000 in recurring funding for salary and fringe to hire additional prosecutors (with varying levels of experience) and retain experienced and talented prosecutors to meet increased caseload demands, reduce backlogs and properly move cases more efficiently; and \$381,000 in non-recurring funding for computers and equipment for the funded prosecutors.

Of recurring funds requested, \$2,496,000 will be distributed pro-rata (\$156,000 per circuit) to support the salary and fringe equivalent for two prosecutors in each circuit and \$7,410,000 will be distributed based on each county's average incoming caseload.

Of non-recurring funds requested, \$192,000 will be distributed pro-rata (\$6,000 per circuit) to purchase computers and equipment for two funded prosecutors and \$285,000 will be distributed based on each county's average incoming caseload.

In FY 16, the average caseload of General Sessions prosecutors was 374 warrants. That year, the SCCPC established a goal for general sessions prosecutors to carry a caseload of 200 or fewer cases and requested caseload equalization funding to begin reducing caseloads to meet this goal. \$7.8 Million in new appropriations were provided in FY 17 to address existing caseloads. An additional \$3 Million was provided to prosecute domestic violence cases that were being prosecuted by police officers. Circuit Solicitors were able to hire more prosecutors to reduce the average caseload to 297 warrants per General Sessions prosecutor based on the number of FY 16 criminal charges.

No additional funding has been provided since FY 17 to enable Circuit Solicitors to achieve an average caseload of 200 warrants per prosecutor. Further, the number of new incoming warrants statewide increased from 120,678 warrants in FY 16 to 135,400 warrants in FY 19, a 12.20% increase. Likewise, since the last caseload equalization funding in FY 17, average caseloads have increased from 297 to 334 warrants per prosecutor in FY 19, a 12.95% increase. Requested funds are one-half the total needed to achieve the SCCPC's average caseload goal and are estimated to enable the Offices of Solicitor to reduce average caseloads to 267 warrants per prosecutor.

Requested funds are based on the following calculations and assumptions: (1) the statewide three-year average of FY 17, FY 18 and FY 19 annual incoming warrants is 131,966; (2) the caseload goal for general sessions prosecutors is 200 warrants annually; (3) to achieve the annual caseload goal, the total number of general sessions prosecutors needed is 660; (4) the number of general sessions prosecutors funded from all sources in FY 17 (date of last funding) through FY 20 is 406; (5) the number of additional prosecutors needed in FY 20 to achieve the caseload goal is 254 (660-406); (6) the number of prosecutors new state funding is requested for in FY 21 is 127 (254÷2); and (7) the funding request for each prosecutor is \$78,000 recurring (\$55,000 Salary/\$22,000 Fringe/\$1,000 Operating) and \$3,000 non-recurring (computer and equipment).

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?

AGENCY NAME:	Commission on Prosecution Coordination		
AGENCY CODE:	E210	SECTION:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	12 <i>Provide the Agency Priority Ranking from the Executive Summary.</i>
TITLE	Circuit Solicitor Administrative Assistant Salary Increases <i>Provide a brief, descriptive title for this request.</i>
AMOUNT	General: \$74,642 Federal: \$0 Other: \$0 Total: \$74,642 <i>What is the net change in requested appropriations for FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.</i>
NEW POSITIONS	0 <i>Please provide the total number of new positions needed for this request.</i>
FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply: <input checked="" type="checkbox"/> Change in cost of providing current services to existing program audience <input type="checkbox"/> Change in case load/enrollment under existing program guidelines <input type="checkbox"/> Non-mandated change in eligibility/enrollment for existing program <input checked="" type="checkbox"/> Non-mandated program change in service levels or areas <input type="checkbox"/> Proposed establishment of a new program or initiative <input type="checkbox"/> Loss of federal or other external financial support for existing program <input checked="" type="checkbox"/> Exhaustion of fund balances previously used to support program <input type="checkbox"/> IT Technology/Security related <input type="checkbox"/> Consulted DTO during development <input type="checkbox"/> Related to a Non-Recurring request – If so, Priority #
STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective: <input type="checkbox"/> Education, Training, and Human Development <input type="checkbox"/> Healthy and Safe Families <input type="checkbox"/> Maintaining Safety, Integrity, and Security <input type="checkbox"/> Public Infrastructure and Economic Development <input checked="" type="checkbox"/> Government and Citizens