

South Carolina Commission on Prosecution Coordination

E210 – Section 60

FY 22 Budget Requests



SCCPC
South Carolina Commission
on Prosecution Coordination

**House Ways & Means
Law Enforcement and Criminal Justice Subcommittee
Budget Hearing**

January 26, 2021

1200 SENATE STREET, SUITE B-03, WADE HAMPTON BUILDING, COLUMBIA, SOUTH CAROLINA 29201

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**House of Representatives
Ways & Means
Law Enforcement and Criminal Justice Subcommittee
Budget Hearing**

Tuesday, January 26, 2021

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1. Key Officials

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Commission Staff

Lisa H. Catalanotto	Executive Director
Amie L. Clifford	General Counsel & Director of Education Services
Andrea C. Sancho-Baker	Director of Business Services & Communications
Sara Lee Drawdy	Traffic Safety Resource Prosecutor
Tina H. Thompson	Finance and Office Manager
Jennifer E. Aplin	Staff Attorney & Education Coordinator

Commission Members

Isaac McDuffie (Duffie) Stone III, Chairman	Solicitor, 14 th Circuit
Scarlett A. Wilson, Vice Chairman	Solicitor, 9 th Circuit
Kevin S. Brackett	Solicitor, 16 th Circuit
J. Strom Thurmond	Solicitor, 2 nd Circuit
Jimmy A. Richardson II	Solicitor, 15 th Circuit
Greg Hembree	Senator, District No. 28
Thomas E. Pope	Representative, District No. 47
Mark A. Keel	Chief, State Law Enforcement Division
Leroy Smith	Director, SC Department of Public Safety
Jenny Russ	Director of Diversion Programs, 1 st Circuit
Merri Parker	Victim/Witness Assistance Advocate, 10 th Circuit

Circuit Solicitors

David M. Pascoe, Jr.	1 st Circuit (Calhoun, Dorchester, Orangeburg)
J. Strom Thurmond	2 nd Circuit (Aiken, Bamberg, Barnwell)
Ernest A. (Chip) Finney III	3 rd Circuit (Clarendon, Lee, Sumter, Williamsburg)
William B. Rogers, Jr.	4 th Circuit (Chesterfield, Darlington, Marlboro, Dillon)
Byron Gipson	5 th Circuit (Kershaw, Richland)
Randy E. Newman, Jr.	6 th Circuit (Chester, Fairfield, Lancaster)
Barry J. Barnette	7 th Circuit (Cherokee, Spartanburg)
David M. Stumbo	8 th Circuit (Abbeville, Greenwood, Laurens, Newberry)
Scarlett A. Wilson	9 th Circuit (Berkeley, Charleston)
David R. Wagner, Jr.	10 th Circuit (Anderson, Oconee)
S.R. (Rick) Hubbard III	11 th Circuit (Edgefield, Lexington, McCormick, Saluda)
E.L. (Ed) Clements III	12 th Circuit (Florence, Marion)
W. Walter Wilkins, III	13 th Circuit (Greenville, Pickens)
Isaac McDuffie (Duffie) Stone III	14 th Circuit (Allendale, Beaufort, Colleton, Hampton, Jasper)
Jimmy A. Richardson II	15 th Circuit (Georgetown, Horry)
Kevin S. Brackett	16 th Circuit (Union, York)



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2. Agency Overview

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Agency Overview

MISSION

The mission of the South Carolina Commission on Prosecution Coordination (SCCPC) is to improve South Carolina's Criminal Justice System and enhance the professionalism, effectiveness and efficiency of South Carolina's Circuit Solicitors and their staff. The SCCPC's successful performance of its mission is achieved by:

1. Providing training, continuing education programs, administrative and programmatic support, and technical legal assistance for the Offices of Solicitor;
2. Collecting, analyzing and distributing meaningful criminal justice data; and
3. Collaborating with and assisting the General Assembly as well as federal, state and local criminal justice partners.

HISTORY / LEGISLATION

The SCCPC was created in 1990 to develop, coordinate and provide training, resources, and support services for the state's sixteen Circuit Solicitors and their staff, and to promote fair, just and uniform administration of justice in the prosecution of criminal cases.

The SCCPC is governed by Sections 1-7-910 through 1-7-1000 of the South Carolina Code of Laws.

PRIMARY RESPONSIBILITIES

- Development and coordination of efforts to improve the prosecution and disposition of criminal cases in a timely and efficient manner;
- Administrative and programmatic functional support for the Offices of the Solicitor;
- Collection of revenues and expenditures of the Offices of Solicitor as well as programmatic data for reporting as required by the South Carolina General Assembly;
- Coordination of pretrial intervention and other diversionary programs within the Solicitors' offices;
- Development of training and legal education programs for solicitors and their staff to help improve the legal knowledge and advocacy skills of prosecutors, the investigation of crimes, the administration of diversion programs, and the provision of victim services;
- Publication of newsletters, manuals and other materials to help Circuit Solicitors and staff achieve peak job performance;
- Provision of information and assistance on legal and ethics issues;
- Coordination of efforts with other federal, state and local government agencies involved in the criminal justice system; and
- Communication with non-governmental entities involved in the criminal justice system, including the South Carolina Bar, and entities representing the interests of crime victims and criminal defendants.



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3. Organizational Chart & FTE Information

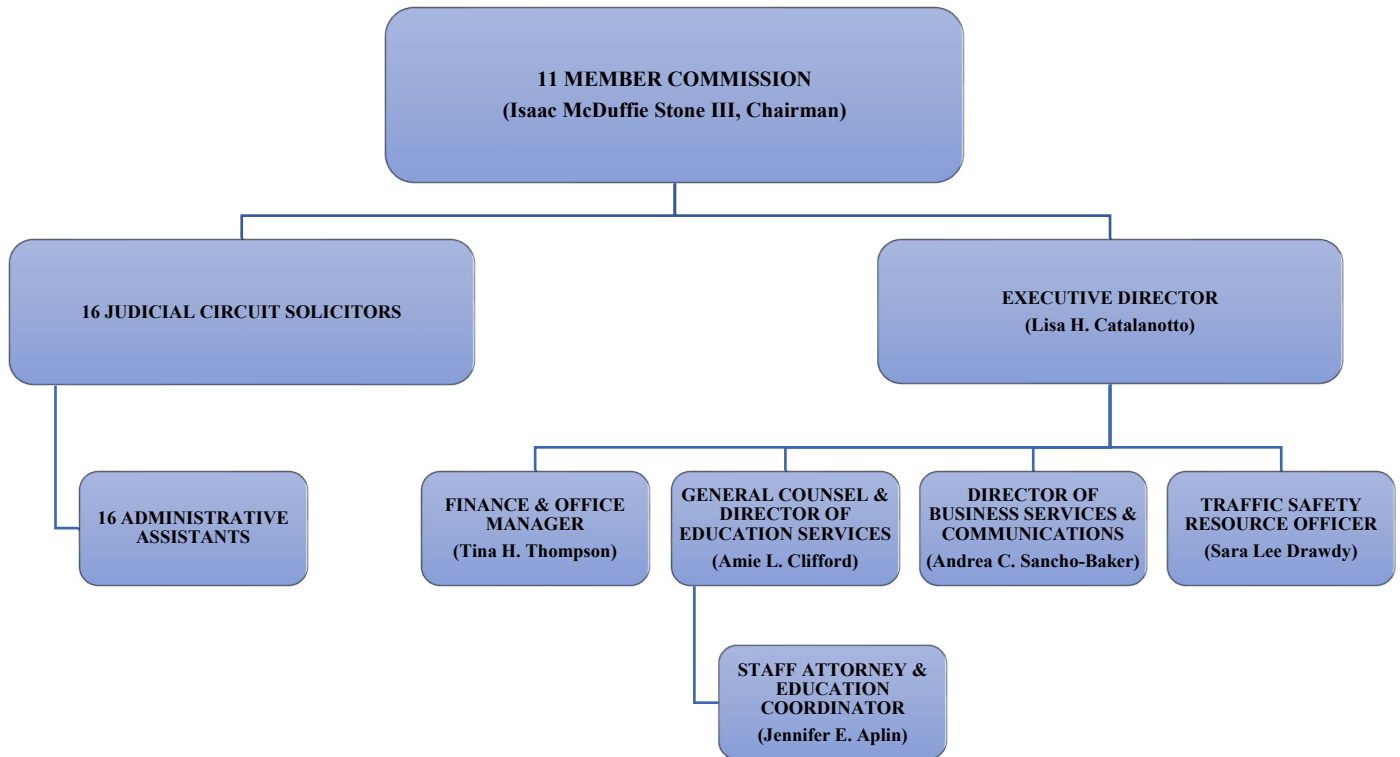
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SOUTH CAROLINA COMMISSION ON PROSECUTION COORDINATION

**ORGANIZATION CHART
SEPTEMBER 2020**



**FTE INFORMATION
(Authorized by the State)**

Distribution	State Funded Authorized FTEs			Other/Federal Funded Authorized FTEs		
	Filled	Vacant	TOTAL	Filled	Vacant	TOTAL
SCCPC Staff	5	1 *	6	1	0	1
Circuit Solicitors	32	0	32	0	0	0
TOTAL	37	1 *	38	1	0	1

*New recurring state funding is needed for the SCCPC to fill the state FTE vacancy.



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4. Performance Update: Excerpt from Fiscal Year 2019-2020 Accountability Report

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AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

Performance Update:
Excerpt from
Fiscal Year 2019-2020
Accountability Report

I. AGENCY OVERVIEW OF FY 2019-20 AND FUTURE PLANS

1. Internal & External Factors Affecting Performance:

FY 2019-20 was a year of great success and progress for the SCCPC despite several internal and external factors impacting the agency. Within the SCCPC, the lack of modern technology, adequate staffing and the necessary funding to support either continue to inhibit the ability to move forward with the agency's plans and goals. Additionally, external factors such as the COVID-19 pandemic, lack of modern technology within the statewide Offices of Solicitor, lack of available funding, reductions to existing funding, and growing shortages of prosecution staff in the Offices of Solicitor resulting from continued growth in population and criminal charges have also slowed progress on goals prioritized by both the SCCPC and circuit solicitors.

2. Current Efforts and Results:

The effectiveness, professionalism and efficiency of South Carolina prosecutors are of utmost importance to the SCCPC as well as the sixteen elected circuit solicitors statewide and several efforts promoting these qualities were developed and implemented in FY 20, despite the lack of available resources.

The COVID-19 emergency impacted SCCPC's trainings starting in March 2020 when the Governor's Executive Order and CDC recommendations led to the cancellation of the week-long Prosecution Bootcamp program scheduled for the week of March 23. In response to the ongoing need to safely provide continuing education and training programs to prosecution staff across the state, SCCPC staff researched virtual training platforms, requested guidance from licensing and accreditation agencies on satisfying continuing education requirements through virtual trainings, obtained necessary Zoom™ licenses to conduct trainings, and educated themselves on the use of the platforms and programs to be utilized. The agency's first virtual training was held on May 29 and four (4) additional virtual trainings were conducted before the end of June. The SCCPC has already held additional virtual trainings since the start of the new FY 21 and has planned addition virtual trainings through the remainder of the calendar year.

The SCCPC continued its partnerships with the Circuit Directors of Diversion Programs in the sixteen (16) circuits, other program coordinators, and the Commission's Task Force on Diversion Programs to continue coordination of effort and processes among diversion programs across the state and improve accessibility to data on statewide diversion program participation. As a result of the work in FY 20 by everyone involved, new South Carolina Diversion/Intervention Standards were adopted and implemented, a report of initial recommendations for the Commission's Diversion Programs Comprehensive Enhancement Plan was drafted and provided for the review and consideration of the circuit solicitors and Commission members, and Phase I of the new diversion programs database is in final testing before launching. Perhaps most importantly, ongoing communication and information

shared between diversion program directors and coordinators across the state continues to promote the group exchange of ideas and problem solving.

In addition to managing two (2) existing grant awards, SCCPC researched and applied for additional grant opportunities in FY 20 to assist with its technology funding needs and expenses incurred in response to the COVID-19 pandemic. The SCCPC has recently been awarded funds for one such grant opportunity that will assist the agency with virtual training equipment needs.

The SCCPC was also very active in FY 20 assisting the solicitors and General Assembly with the review and development of proposed legislation of interest to the legislature on a variety of criminal law matters. Additionally, the SCCPC updated a number of statutorily required reports and the formats thereof to streamline and simplify the process for both the SCCPC and solicitors' offices, clarify the parameters of requested data for solicitor staff responsible for gathering data, and improve the accuracy of data in final statewide reports. Despite these improvements, the compilation of data collected and preparation of final reports by the SCCPC are done manually through Excel. The availability of data also varies greatly among the circuit solicitors' offices depending on the capabilities of their existing and antiquated prosecution case management systems, even between circuits with the same case management system. These issues are a primary reason for the SCCPC's and solicitors' repeated requests for technology funding.

3. Plans under Development to Introduce Additional Changes:

The SCCPC, in coordination with the Offices of Solicitor, has developed plans and goals for several initiatives, many of which will require a commitment of additional funding. As the roles, responsibilities and programs of the Offices of Solicitor continue to expand, so must, too, the resources available to both the SCCPC and Offices of Solicitor. Chief among the prioritized plans, which require an investment of recurring and non-recurring funding, is a technology plan that requires modern prosecution case management systems for all circuit solicitors, a central database at the SCCPC for the collection and reporting of prosecution data, and IT staff for the SCCPC.

The technology gap between the antiquated and inadequate technology available to the SCCPC and circuit solicitors and the modern technology available to other agencies and criminal justice offices in the state is significant. The technology plan developed by the SCCPC and solicitors, and the funding necessary to implement it, will support several initiatives, including: (a) generation of automated reports; (b) interface between solicitors and with criminal justice partners; (c) identification and analysis of criminal activity trends; and (d) remote data accessibility. The prosecution case management systems utilized by most circuit solicitors are old and lack many abilities of newer systems funded for other state justice entities. Likewise, the SCCPC lacks a central database to compile, compute and report various statewide criminal justice data. The resulting technology gap and the challenges presented by such a gap, therefore, continue to grow. The SCCPC and Circuit Solicitors will, as they have for many years, continue to seek funding to enable the purchase of case management systems, a central database and other technology needs.

As the population in South Carolina grows, so does criminal activity and the responsibilities of circuit solicitors. The demands on the SCCPC for training, legal research and assistance, and reporting have likewise increased. The ability for circuit solicitors to retain experienced prosecution staff and hire additional prosecution staff to meet increased demands is more important than ever; however, with no additional funding and, in fact, declining revenues, solicitors struggle to maintain existing staff because of higher paying jobs elsewhere, stress from increased workloads, or a combination of both. The Commission has developed and approved a funding plan that would support solicitors' ability to

hire and retain staff, but until the necessary additional funding is allocated, this will be an ongoing issue.

Likewise, a plan requiring an investment of state funding for additional SCCPC staff has also been developed. The SCCPC has no IT staff, no administrative assistant, and no statistician. In fact, current recurring funding is not enough to pay the full salaries of the SCCPC's existing four (4) state FTEs and one (1) Federal FTE. In order to successfully implement the Agency's goals and meet the growing demands of solicitors' offices, additional state funding for the SCCPC is needed to allow existing staff salaries to be paid entirely with recurring funds and to hire the necessary IT, administrative and legal staff. This additional staffing will not only support the agency's technology plans but will also assist with the agency's further development of its training programs.

II. NOTABLE ACHIEVEMENTS AND RESULTS IN FY 2019-20

The SCCPC achieved the following during FY 2019-20 in furtherance of the agency's mission:

- Of the fifteen (15) total training offered in FY 20, thirteen (13) one-day or shorter training sessions were provided for 626 individuals on topics relevant to the investigation, prosecution, and trial of crimes in South Carolina's state courts, including:
 - Family Court Prosecutions;
 - Restitution;
 - Driving Under the Influence Prosecutions;
 - Sexual Assault Prosecutions;
 - Victims' Rights and Advocacy;
 - Ethics and Professionalism;
 - Freedom of Information Act; and
 - Crisis Communications

These trainings provided 34.21 continuing education hours for prosecutors, 13.75 hours for victim advocates, and 5.75 hours for investigators and officers. Fewer trainings were held in FY 20 than originally planned because of the COVID-19 pandemic; however, the SCCPC used this as an opportunity to develop a virtual training platform. The first virtual training was held on May 29, 2020, and four (4) additional virtual trainings were conducted before the end of FY 20.

- Co-sponsored with the South Carolina Solicitors' Association the annual four-day South Carolina Solicitors' Conference for 770 attendees. The conference sessions provided 14.0 continuing education hours for prosecutors, 13.75 hours for victim advocates, and 14.50 hours for investigators. The SCCPC develops and organizes every aspect of the conference, a particularly complex, multi-track event that brings together solicitors, prosecutors, diversion program staff, prosecution investigators, prosecution victim advocates, paralegals, administrative staff, speakers and guests from across the State for training, required legal education, and developmental program and division meetings. The conference provided attendees the opportunity to hear from experienced prosecutors (including SCCPC staff), judges, investigators, victim advocates, diversion program staff, and speakers from other states.
- Co-sponsored two (2) days of training (11.75 hours of Judicial Continuing Legal Education) at the "2019 Magistrates Advisory Council Intensive Training Seminar" for 85 Summary Court judges. The SCCPC planned the training, recruited prosecution and law enforcement speakers, spoke and/or otherwise participated in the seminar, and assembled all speaker presentation materials.

- Streamlined and expanded the use of the agency’s online registration process and other online platforms used for the presentation of training programs for all staff of the Solicitors’ and other prosecution offices, as well as law enforcement agencies.
- Provided legal updates to the Offices of Solicitor immediately upon the release of significant decisions by the Supreme Court of the United States and South Carolina’s appellate courts, enactment of criminal legislation by the South Carolina General Assembly, and other significant government pronouncements impacting the criminal justice and court systems.
- Applied for, received and managed federal grant funds for the John R. Justice Student Loan Forgiveness Program to recognize twenty-four (24) South Carolina prosecutor and public defender applicants, who have demonstrated a commitment to public service, with an award to lessen the financial strain of existing student loan debt.
- Awarded grant funds for a Traffic Safety Resource Prosecutor (TSRP). The grant is administered and allocated in South Carolina by the Department of Public Safety, Office of Highway Safety and Justice Programs. Pursuant to grant requirements, the SCCPC conducts trainings for prosecutors, law enforcement, and summary court judges on traffic safety enforcement, prosecution, and adjudication, with a specific focus on DUI and traffic-related offenses.
- Applied for and received federal grant funds through the National Association of Prosecutor Coordinators’ Cooperative Agreement with NHTSA to fund a four-day “Train the Trainer” course for future speakers to serve as volunteer faculty at “Prosecuting the Impaired Driver” training programs coordinated by the SCCPC’s TSRP for prosecutors and law enforcement officers. The volunteer faculty will be comprised of experienced DUI prosecutors, Drug Recognition Experts, Standardized Field Sobriety Test (SFST) Instructors, and other experienced law enforcement officers, breath testing program officials (SLED Implied Consent Agents) and Forensic Toxicologists employed by the State in the SLED Toxicology Laboratory.
- Provided technical legal support on trial, appellate, and research issues for Circuit Solicitor prosecution team members.
- Pursuant to state law, collected data from the Offices of Solicitor and prepared annual reports on:
 - Expenditures and Revenue (state, local, federal and non-governmental funding sources)
 - South Carolina Diversion Programs
 - Domestic Violence (DV) prosecutions
 - Driving Under the Influence (DUI) prosecutions
- Responded to inquiries from and provided input to the South Carolina General Assembly on legislation, budget requests and fiscal impacts.
- Organized and supported the work of the Task Force on Diversion Programs to update and obtain Commission approval of the South Carolina Diversion/Intervention Standards. Five in-person meetings were held.
- Coordinated and facilitated one (1) in-person and two (2) conference call meetings of the sixteen (16) Circuit Directors of Diversion Programs.
- Organized and managed the development of the SCCPC’s Diversion Programs Comprehensive Enhancement Plan (“Diversion CEP”) initiative to obtain comprehensive information about South Carolina’s solicitor-run diversion programs; identify the strengths and weaknesses of various diversion programs; identify diversion program successes and obstacles statewide; foster collaboration among diversion program coordinators; increase communication with and information provided to law enforcement, courts and defendants about diversion programs;

promote uniformity and consistency while also protecting the constitutional and statutory discretion of Circuit Solicitors in the operation of diversion programs; develop recommendations to improve diversion program opportunities, and identify additional resources needed. The SCCPC established three (3) working groups of the Diversion CEP and continues to manage and support their work. The working groups held a total of seven (7) meetings, either in-person or by conference call, and individual working group members frequently communicated with the SCCPC throughout the Diversion CEP's development of initial recommendations.

- Accomplished significant progress, in coordination with SLED, toward the completion and launch of the new diversion programs database, which will house records with expanded data on all solicitor-run diversion programs including Traffic Education Programs (TEP), Alcohol Education Programs (AEP), Drug Court, and Pretrial Intervention (PTI). The SCCPC has worked closely with Circuit Directors of Diversion Programs in FY 20 to update current PTI records in the current system for successful migration to the new database. Circuit Directors of Diversion Programs and their staff corrected more than 3,500 data errors so that the current PTI records could successfully migrate to the new system. Despite delays caused by the COVID-19 pandemic, user testing, final system corrections and migration of all data from the old system to the new database will be complete by the second quarter of FY 2020-21.

III. AGENCY PLANS FOR FY 2020-21 AND BEYOND

An overview of plans the SCCPC has developed or that are under development is provided in Section I. A more detailed description of these plans, the continued efforts of the SCCPC, and the goals expected to be achieved through implementation of these planned initiatives and ongoing efforts follows:

1. **Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff.** Chief among the services the SCCPC provides for the Offices of Solicitor is regular training for all prosecution staff, and the agency will continue to coordinate and conduct trainings in FY 21 tailored to the needs of prosecutors, paralegals, investigators, victim advocates, diversion program staff and administrative staff and will provide resource materials for every training that is conducted for future reference and use. The SCCPC also serves as a legal resource on prosecution, ethics, evidence, trial, appellate and research issues for solicitors and their staff; provides updates on legislation, case law, and government orders; responds to legal questions; assists with research; and reviews pleadings. Agency staff will continue to provide timely updates to the Offices of Solicitor on legislative changes, rule changes, and impactful appellate opinions, and will provide trial assistance as requested.

An unfortunate consequence of the COVID-19 pandemic during FY 20 was that some of the SCCPC's programs were cancelled or postponed in order to mitigate the spread of COVID-19. This provided the opportunity, however, for the SCCPC to develop a virtual training model so that continuing education for prosecution staff could continue. In FY 21, the SCCPC will continue to develop and provide virtual training to enhance the agency's education and training program. Additional virtual trainings have already been planned through the remainder of calendar year 2020.

The 2020 Prosecution Bootcamp Program (a five-day criminal law, ethics, and trial advocacy training for prosecutors with less than two (2) years' experience) was one of the SCCPC's training programs that was cancelled due to the COVID-19 pandemic. This critical training for new prosecutors is specifically designed for face-to-face training, so the SCCPC will conduct this program for a larger number of participants in FY 21. The annual Solicitors' Conference, the SCCPC's largest training event each year, will also not be held in-person in 2020. Instead, the SCCPC is converting the multi-

day event to a virtual format approved for continuing education credits for prosecutors and law enforcement.

A four-day in-person “Train the Trainer” program is also being planned and developed through the SCCPC’s Traffic Safety Resource Prosecutor (TSRP) program to train highly experienced volunteers to serve as faculty for future training programs for prosecutors and law enforcement officers on the prosecution of impaired drivers.

The SCCPC plans to conduct 20-30 total trainings during FY 21 varying from one (1) hour to multiple days, with most of those being virtual trainings. Once the COVID-19 emergency ends and in-person training may safely resume, the agency will continue to provide regular virtual training because it allows participation without the loss of time to travel to a training site. This will be particularly important as, once the courts begin to operate more normally, the backlog of cases building since the emergency period began will need to be resolved as quickly as possible and will result in more demands on the time of the Solicitors’ staff.

The SCCPC will continue to obtain accreditation for its FY 21 trainings from the SC Supreme Court’s Commission on CLE and Specialization, South Carolina Bar, South Carolina Criminal Justice Academy, and/or Department of Crime Victim Services Training, Provider Certification & Statistical Analysis. Evaluations will continue to be utilized to determine the effectiveness of each training.

New recurring funding is needed to establish and maintain a training account that will be used to provide specialized in-person training opportunities and to support the SCCPC’s grant-funded Traffic Safety Resource Prosecutor (TSRP) program by replacing a reduction in funds awarded by SCDPS. The TSRP grant funding has fallen from \$174,895 in FY 12 to \$125,523 in FY 20. The SCCPC recently applied for and was awarded grant funding to support much of the additional software and equipment needed to provide virtual training for prosecution staff.

Neither the awarded grant funds nor the SCCPC’s existing budget support the cost of necessary renovations to existing unfinished office space to meet virtual and face-to-face training, video recording and meeting space demands. Additional funding will be needed for these renovations to ensure a useful training environment, uniform sound quality and internet stability. The training room will be used for virtual trainings, in-person trainings, and a combination of both to serve the needs of South Carolina’s prosecutors during and after the COVID-19 emergency.

2. **Pay salaries of existing staff entirely from recurring funds, hire additional agency staff, and provide staff with necessary resources to perform job duties.** The SCCPC has developed a strategic organizational plan that identifies appropriate staffing necessary to enable the agency to accomplish ongoing efforts, new plans under development and, ultimately, the responsibilities and mission of the agency. Before additional personnel needs can be tackled, the agency must be able to pay existing staff salaries entirely with recurring funds. Currently, a portion of salary expenses must be paid from carryforward balances. Additional recurring funding to support the salaries of existing staff has been the agency’s top budget request priority for the past two (2) budget cycles.

Once the recurring funding needs to fully support existing staff are satisfied, additional staff needed for effective agency operation includes five (5) positions: a technology operations manager (Information Technology Manager II), administrative assistant (Executive Assistant I), a statistician (Statistician II), a staff attorney (Attorney III), and database administrator (Database Administrator I). Funding will be required, however, to implement this staffing plan.

The SCCPC operates with a limited staff of four (4) state-funded FTEs and one grant-funded FTE. Three of the additional positions identified (technology operations manager, administrative assistant and statistician) are critically needed to support the existing operations and demands of the agency, sustain and maintain existing services provided for the Offices of Solicitor, and allow the SCCPC to remain responsive to circuit solicitors and their staff, legislators, the Judicial Department, criminal justice partners, and interested non-governmental entities.

Despite technological advances, security requirements and data collection needs that are constantly evolving, the SCCPC operates with no IT staff. The vital importance of technology has increased dramatically and the demand for the efficiencies and value of virtual training and other technology-based resources has grown and will continue to do so. Funding is desperately needed to hire a technology operations manager to help fill the agency's technology gap compared to other agencies, provide in-house technology and IT support for the SCCPC, provide centralized coordinated IT support for the Offices of Solicitor, develop and implement processes and technology for efficient data collection, and develop and manage technology plans.

The SCCPC also lacks an administrative assistant. An executive assistant is needed to support the executive director and assist with officewide operations and projects. A statistician is also needed to develop formats for complex reporting requirements, identify prosecution data accessible by all solicitors with their current case management systems, and develop data measures and reporting formats to be incorporated in prosecution case management systems acquired by solicitors in the future and in a central prosecution data collection database planned for development by the SCCPC.

Two of the additional positions identified in the SCCPC's organizational plan (staff attorney and database administrator) are needed to enable the agency to meet increased demands and to enhance and continually improve the successful operation of and support provided for the Offices of Solicitor. SCCPC staff operates efficiently to provide legal support, human resources assistance, administrative support, programmatic support, and prosecution training for the Offices of Solicitor. However, the workloads, responsibilities and staffing of the Offices of Solicitor continue to increase, and criminal laws and procedures have become more complex and are constantly changing. As the demands of the Offices of Solicitor have increased, likewise, the support, training and reporting requirement demands of the SCCPC have increased.

Funding is needed to hire a Staff Attorney to assist with trainings, providing technical assistance to the Offices of Solicitor, and providing legal updates and other education materials. New funding is also needed to hire a Database Administrator to operate and maintain a data collection system (explained further in Section 3 below) to be developed with funding also requested, build and incorporate data fields and reports, and provide technical assistance on the database to users (SCCPC and Offices of Circuit Solicitor).

3. **Develop and implement a Prosecution Data Collection System.** In FY 19, the SCCPC, with assistance from the SC Department of Administration's Division of Technology Operations (DTO) and in consultation with commercial case management system vendors and IT staff in solicitors' offices, developed a long-range technology plan for the collection and reporting of information and data from the Offices of Solicitor statewide. The development and implementation of a Prosecution Data Collection System has been identified as the most efficient solution for streamlining and maximizing the accurate and efficient collection of existing statewide data to meet reporting

requirements, analyzing case data and trends, and measuring the programmatic and operational effectiveness of the Offices of Solicitor.

Funding is needed for the development of a Prosecution Data Collection System to be maintained by the SCCPC. A data collection system is vital for enabling staff to carry out the mission of the agency; support the Offices of Solicitor; enhance the performance and efficiency of the SCCPC; enable centralized IT support for and data collection, reporting and sharing among the Offices of Solicitor and SCCPC office; and promote the development and collection of uniform data measurements.

4. **Implement Phase I of the newly developed diversion programs database.** In FY 19, the SCCPC worked with the Circuit Solicitors and their Directors of Diversion Programs to finalize the needs and goals for a new diversion programs database being developed under contract with SLED that will be used to verify offender eligibility, monitor participant progress and assess program effectiveness. Upon completion of Phase I of this project, the database will incorporate and track diversion participant and programmatic information and analysis for Pretrial Intervention, Alcohol Education Program, Traffic Education Program, and Drug Court programs. The COVID-19 pandemic has delayed Phase I completion of the new database, but final testing and migration of all data from the old system to the new database is expected by the second quarter of FY 21. The SCCPC is facilitating the efforts of Circuit Solicitors, the Circuit Directors of Diversion Programs and SLED to migrate data from the current system to the new system. Migration of data from the old database (with data on the Pretrial Intervention program only) and implementation will be complete in FY 21. Following implementation of Phase I of the database project, the SCCPC and SLED will begin work on Phase II of the project to add all remaining diversion programs. The new database will replace the current diversion directory, which is maintained by SLED, is limited to pretrial intervention program participants only, is antiquated, and has frequent accessibility issues.
5. **Assist with the development and implementation of statewide diversion program initiatives.** In FY 19, the SCCPC organized and started work on its Diversion Programs Comprehensive Enhancement Plan (“Diversion CEP”) to identify the needs of South Carolina’s diversion programs and develop recommendations to address those needs. Through a series of meetings and communications, three working groups, led by SCCPC staff, developed an initial set of recommendations with a focus on three areas: 1) Data and Measurements of Success; 2) Community; and 3) External Feedback. The working groups consist of Circuit Directors of Diversion Programs, general sessions prosecutors and juvenile prosecutors. All approved recommendations will be used by the solicitors to implement program changes within their offices; pursue statutory changes; request additional funding and resources needed for diversion program operations; implement strategies for building community partnerships; and educate the public, law enforcement, courts and the defense about available diversion programs.

The SCCPC will continue to partner with Circuit Directors of Diversion Programs to identify and bring to the circuit solicitors’ attention various areas of concern and issues affecting the performance of statewide diversion programs. The draft Diversion CEP report with initial recommendations was completed in FY 20 and submitted to the elected solicitors for review and comment. A final report of initial recommendations will be presented to the Commission for approval in FY 21, and the Diversion CEP working groups will continue their work to develop additional recommendations. The Diversion CEP working groups have identified initial resource shortages for the operation of solicitor-operated diversion programs. Recently, funding shortages of diversion programs have been magnified by the loss of revenue and shutdown of many court operations resulting from the COVID-19 pandemic. The SCCPC will continue to notify the elected solicitors and Commission members about the funding

shortages of diversion programs and facilitate discussion to develop internal solutions as well as funding requests for executive and legislative consideration.

In addition to the ongoing work of the Diversion CEP working groups, the SCCPC-appointed Task Force on Diversion Programs actively works to develop uniform standards and procedures for the operation of and participation in diversion programs statewide. The task force worked with SCCPC staff to develop new “South Carolina Diversion/Intervention Standards,” which were adopted by the Commission in September 2019. The new Standards replaced the old Pretrial Intervention program standards and apply to all solicitor-operated diversion/intervention programs. With the assistance of SCCPC staff, the task force is now developing standardized procedures unique to each diversion/intervention program type beginning with Pretrial Intervention, the most comprehensive of diversion programs. The Task Force has already met twice in FY 21 and will finalize recommended Pretrial Intervention Standardized Procedures for the Commission’s consideration, then continue its work by developing recommended standardized procedures for other diversion programs. A unified diversion/intervention mission statement that was drafted by the Diversion CEP Community Working Group will be included in each of the Standardized Procedures.

IV. CIRCUIT SOLICITOR PLANS FOR FY 2020-21 AND BEYOND

The ongoing efforts and new initiatives of the sixteen (16) elected circuit solicitors support the fair and swift prosecution of criminal cases, rehabilitation of offenders through diversion and treatment court programs, support for crime victims and witnesses, and public safety. The SCCPC’s role is to coordinate and provide training programs, legal and legislative research and assistance, statewide prosecution data, legal and legislative updates and responses, and project assistance to support the solicitors’ efforts. While the outcomes for the efforts and initiatives of the solicitors’ offices are not directly under the control of or influenced by the SCCPC, the ability of the solicitors’ to carry out their efforts and initiatives is of utmost importance to the SCCPC and directly affects the ability of the SCCPC to effectively carry out the Commission’s ongoing efforts and planned initiatives. Therefore, a brief description of these solicitor goals and plans follows:

- 1. Acquire and implement modern, web-based prosecution case management systems for the Offices of Solicitor.** IT Infrastructure and web-based prosecution case management systems for the Offices of Solicitor are needed to allow solicitors to maintain, access and share case data and information and to enable accurate and uniform data collection and reporting. Funding to enable acquisition of these systems has been a top priority for years for the Commission and circuit solicitors 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 other criminal justice partners that already have web-based case management systems is not possible until Circuit Solicitors, too, are able to purchase modern prosecution case management systems with the same capabilities. The interface capabilities supported by modern prosecution case management systems will enable Circuit Solicitors to transfer case data to clerks of court and the Judicial Department, and can be used together with evidence management software to maximize digital storage of discovery and reduce travel and other costs associated with delivering discovery.
- 2. Hire and retain prosecution staff.** The Offices of Solicitor must maintain an adequate number of prosecutors to handle the growth in criminal charges statewide and to thoroughly assess and fairly dispose of those charges efficiently. The ability of solicitors to hire and retain prosecution staff ultimately protects citizens and communities and provides effective, efficient and fair prosecution of those who violate the law. Accordingly, the goal of the circuit solicitors is to retain experienced

prosecutors and to have enough prosecutors so that general sessions caseloads do not exceed 200 warrants per prosecutor. No additional state funding has been provided since 2016 to hire new prosecutors and retain experienced prosecutors. Since that time, prosecutor caseloads have continued to grow as the number of new warrants statewide has increased from 120,678 warrants in FY 16 to a three-year average (FY 18 through FY 20) of 131,966 warrants at the close of FY 20, a 9.35% increase.

Additional prosecutors are also needed to handle lower level DUI cases in magistrates' court and municipal court that are currently often prosecuted by law enforcement officers. The administrative assistants that are statutorily provided for each circuit solicitor provide invaluable support for the solicitors and their offices; however, state funding for these 16 positions is not enough to support the mid-range of the applicable pay band for these positions. Thus, the solicitors' goal of retaining staff in these positions is difficult. Additional funding, which has been requested by the solicitors for the past two (2) fiscal years, is needed to support all three goals.

The Commission has also prioritized a budget request for the reinstatement of funding for Proviso 117.62 of the FY 20 Appropriations Act (Prosecutors and Defenders Public Service Incentive Program) to assist with the retention of experienced prosecutors, as well as public defenders. The intent of Proviso 117.62 was to offer partial student loan forgiveness for prosecutors and public defenders who demonstrate commitment to public service over accepting higher paying jobs. This proviso has not been funded for several years; however, such funding would assist with efforts to retain talented prosecutors and public defenders.

3. **Establish a fair measure of circuit backlog for pending cases.** The Commission and circuit solicitors have developed a plan to compare the number of criminal warrants disposed of annually with both the number of new warrants during the same period, as well as the number of warrants disposed in prior years. This approach to measuring "backlog" recognizes the various factors that contribute to the volume of felony cases pending on a docket, which include prosecutor caseloads, the annual number of new warrants, the percentage of violent crime warrants on the docket, the number of court terms, the availability of court reporters and case complexity.

A significant obstacle to acquiring accurate backlog data is that the data maintained by the Judicial Department is inaccurate and/or misleading. The number of pending cases reported by the Judicial Department inaccurately includes cases disposed of through alternative court-ordered conditional discharge or participation in solicitor diversion/intervention and treatment court programs. Placement or acceptance into one of these programs removes cases from further court action (unless and until offender performance requirements are determined to have not been met), but the Court's case management system still reports these cases as pending. Cases that have been diverted from the docket for an alternative disposition, such as conditional discharge and pretrial diversion/intervention, should be removed from the docket unless restored for failure to successfully complete the program. This would ensure that the numbers of pending warrants reported by the Judicial Department accurately reflect only those cases on court dockets.

This data is also not currently accessible on many of the antiquated prosecution case management systems circuit solicitors currently have. The circuit solicitors' goal to have modern prosecution case management systems in all solicitors' offices will support accurate and uniform reporting on the number and age of pending cases for statewide analysis. Implementation of this goal requires funding for IT infrastructure and prosecution case management systems for the Circuit Solicitors and a central database for the collection of prosecution data for the SCCPC.



SCCPC

South Carolina Commission
on Prosecution Coordination

5. Financial Update

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S. C. Commission on Prosecution Coordination (SCCPC) Financial Update:
Estimated Budget (FY 20 and FY 21) v. Actual Budget (FY 20 and Year to Date FY 21)
and Current Carryforward Balance (as of January 20, 2021)

Funding Source	FY 19/20 Estimated as of 7/1/2019	FY 19/20 Actual Final (6/30/2020)	FY 20/21 Estimated as of 7/1/2020	FY 20/21 Actual YTD (1/20/2021)
STATE APPROPRIATIONS				
Non-Recurring - Circuit Solicitor				
N/A	\$ -	\$ -	\$ -	\$ -
Victim/Witness Assistance Program (Proviso 60.6)	\$ -	\$ -	\$ -	\$ -
Non-Recurring - SCCPC				
N/A	\$ -	\$ -	\$ -	\$ -
Non-Recurring - Circuit Solicitor - Earmarked Pass-through for Other Entities				
Fathers & Families	\$ -	\$ 700,000	\$ -	\$ -
Total Non-Recurring SCCPC & Circuit Solicitor(=\$0) State Appropriations	\$ -	\$ 700,000	\$ -	\$ -
Recurring - Circuit Solicitor - Earmarked Pass-through for Other Entities				
Fathers & Families	\$ 400,000	\$ 400,000	\$ 400,000	\$ 300,000
Recurring - Circuit Solicitor				
Judicial Circuit State Support (\$4,692,961 Per Capita/\$1,179,041 Pro Rata to 16 Circuits) (Proviso 60.3)	\$ 5,872,001	\$ 5,872,001	\$ 5,872,001	\$ 4,404,002
Violent Crime Prosecution (Pro Rata Distribution to 16 Circuit Solicitors) (Proviso 60.10)	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 1,200,000
Criminal Domestic Violence Prosecution (Pro Rata Distribution to 16 Circuit Solicitors) (Proviso 60.7)	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 1,200,000
DUI Prosecution (Pro Rata Distribution to 16 Circuit Solicitors) (Proviso 60.9)	\$ 1,179,040	\$ 1,179,040	\$ 1,179,040	\$ 884,281
Caseload Equalization (Distributed \$75K each w/ remainder based on docket % to 16 Circuits)(Proviso 60.11)	\$ 7,826,871	\$ 7,826,871	\$ 7,826,871	\$ 5,870,153
Summary Court Domestic Violence (Distribution based on docket % to 16 Circuit Solicitors) (Proviso 60.12)	\$ 2,980,118	\$ 2,980,118	\$ 2,980,118	\$ 2,235,089
Richland County Drug Courts (FY 01 State Budget Recurring Line Item Appropriation-Act 387, H 4775 of 2000)	\$ 56,436	\$ 56,436	\$ 56,436	\$ 42,327
Kershaw County Drug Courts (FY 01 State Budget Recurring Line Item Appropriation-Act 387, H 4775 of 2000)	\$ 52,965	\$ 52,965	\$ 52,965	\$ 39,724
Saluda County Drug Court (FY 08 State Budget Recurring Line Item Appropriation-Act 117, H 3620 of 2007)	\$ 38,000	\$ 38,000	\$ 38,000	\$ 28,500
12th Circuit Drug Court (FY 08 State Budget Recurring Line Item Appropriation-Act 117, H 3620 of 2007)	\$ 150,000	\$ 150,000	\$ 150,000	\$ 112,500
Victim/Witness Assistance Programs (Equal Distribution to 16 Circuit Solicitors) (Proviso 60.8)	\$ 132,703	\$ 132,703	\$ 132,703	\$ 132,703
Solicitor Expense Allowance (Equal Distribution to 16 Circuit Solicitors-\$1,000/mo. each) (Proviso 60.2)	\$ 192,000	\$ 192,000	\$ 192,000	\$ 144,000
Circuit Solicitor & Administrative Assistant (Salary & Fringe) (Proviso 60.1 Solicitors / §1-7-325 Assistants)	\$ 6,193,954	\$ 6,193,954	\$ 6,193,954	\$ 4,645,466
Total Recurring Circuit Solicitor State Appropriations	\$ 28,274,088	\$ 28,274,088	\$ 28,274,088	\$ 21,238,743
Recurring - SCCPC				
SCCPC Salary & Fringe	\$ 667,771	\$ 667,771	\$ 667,771	\$ 292,743
Other Personal Services	\$ 2,400	\$ 2,400	\$ 2,400	\$ -
Other Operating Expenses	\$ 131,109	\$ 131,109	\$ 131,109	\$ 10,121
Total Recurring SCCPC State Appropriations	\$ 801,280	\$ 801,280	\$ 801,280	\$ 302,864
Total Recurring SCCPC & Circuit Solicitor State Appropriations	\$ 29,075,368	\$ 29,075,368	\$ 29,075,368	\$ 21,541,608
OTHER FUNDS				
Circuit Solicitors - Pass-through from Other State Agencies				
DJJ - Juvenile Arbitration- Proviso 67.6	\$ 960,000	\$ 960,000	\$ 960,000	\$ 960,000
Attorney Gen- Victim/Witness Funding fr. DCVC- Proviso 59.10	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
Total Pass-through from Other Agencies	\$ 1,610,000	\$ 1,610,000	\$ 1,610,000	\$ 1,610,000
Circuit Solicitors - Court Fee Revenue				
Motion Fee §8-21-320 (Drug Court Funding for 3rd, 4th & 11th Circuits Only)	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
Drug Court Surcharge §14-1-213 (for drug treatment court programs)	\$ 2,245,933	\$ 1,627,440	\$ 1,627,440	\$ 648,692
Law Enforcement Surcharge §14-1-212	\$ 2,770,418	\$ 2,159,352	\$ 2,159,352	\$ 926,772
\$50 Court Filing Fee §14-1-204	\$ 183,782	\$ 185,917	\$ 185,917	\$ 79,278
Conditional Discharge Fee - General Sessions §16-17-530(D); §44-53-450(C)(for drug treatment court programs)	\$ 257,938	\$ 221,307	\$ 221,307	\$ 69,704
Conditional Discharge Fee - Magistrates §16-17-530(D); §44-53-450(C) (for drug treatment court programs)	\$ 172,407	\$ 138,337	\$ 138,337	\$ 49,460
Conditional Discharge Fee - Municipal §16-17-530(D); §44-53-450(C) (for drug treatment court programs)	\$ 167,601	\$ 121,136	\$ 121,136	\$ 43,543
Traffic Education Program Fees - Magistrates §17-22-350	\$ 24,969	\$ 23,567	\$ 23,567	\$ 10,736
Traffic Education Program Fees - Municipal §17-22-350	\$ 6,739	\$ 9,994	\$ 9,994	\$ 22,457
Total Circuit Solicitor Court Fee Revenue	\$ 6,279,787	\$ 4,937,050	\$ 4,937,050	\$ 2,300,642
Total SCCPC (=\$0) & Circuit Solicitor Other Funds	\$ 7,889,787	\$ 6,547,050	\$ 6,547,050	\$ 3,910,642
TOTAL FY20 RECURRING & NON-RECURRING STATE & OTHER FUNDING (SCCPC & Circuit Solicitor)	\$ 36,965,155	\$ 36,322,418	\$ 35,622,418	\$ 25,452,249
SCCPC CARRYFORWARD BALANCE AS OF 1/20/2021:	\$698,228.86			

**Circuit Solicitor FY 2014/15 - FY 2019/20
Court Fee and Surcharge Collections**

Circuit Solicitors - Court Fee Revenue	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
Motion Fee §8-21-320 (Drug Court Funding for 3rd, 4th & 11th Circuits Only)	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000
Drug Court Surcharge §14-1-213 (for drug treatment court programs)	\$ 2,440,078	\$ 2,497,603	\$ 2,440,119	\$ 2,416,056	\$ 2,245,933	\$ 1,627,440
Law Enforcement Surcharge §14-1-212	\$ 3,170,752	\$ 2,968,107	\$ 2,842,436	\$ 2,729,852	\$ 2,770,418	\$ 2,159,352
\$50 Court Filing Fee §14-1-204	\$ 201,333	\$ 189,112	\$ 191,276	\$ 193,503	\$ 183,782	\$ 185,917
Conditional Discharge Fee - General Sessions §16-17-530(D); §44-53-450(c) (for drug treatment court programs)	\$ 192,134	\$ 207,241	\$ 232,236	\$ 265,940	\$ 257,938	\$ 221,307
Conditional Discharge Fee - Magistrates §16-17-530(D); §44-53-450(c) (for drug treatment court programs)	\$ 157,195	\$ 132,618	\$ 144,267	\$ 204,352	\$ 172,407	\$ 138,337
Conditional Discharge Fee - Municipal §16-17-530(D); §44-53-450(c) (for drug treatment court programs)	\$ 125,646	\$ 141,656	\$ 128,025	\$ 150,233	\$ 167,601	\$ 121,136
Traffic Education Program Fees - Magistrates §17-22-350	\$ 17,970	\$ 19,626	\$ 19,590	\$ 24,467	\$ 24,969	\$ 23,567
Traffic Education Program Fees - Municipal §17-22-350	\$ 3,166	\$ 5,019	\$ 4,604	\$ 6,266	\$ 6,739	\$ 9,994
Total Circuit Solicitor Court Fee Revenue	\$ 6,758,274	\$ 6,610,982	\$ 6,452,553	\$ 6,440,669	\$ 6,279,787	\$ 4,937,050
Total Circuit Solicitor Court Fee Revenue (Drug Court Funds Only)	\$ 3,365,053	\$ 3,429,118	\$ 3,394,647	\$ 3,486,580	\$ 3,293,878	\$ 2,558,220

NOTES:

1. FY 19/20 Court Fee revenue distributed to the circuit solicitors for the operation of diversion and drug treatment court programs was \$1,342,736 less than the year before in FY 18/19. The largest portion of this revenue loss (\$735,659) was for the operation of drug treatment courts.
2. Statewide Court Fee collections for the operation of solicitor diversion and drug treatment court programs has declined each year since FY 14/15. The total annual revenue in FY 14/15 was \$1,821,224 higher than in FY 19/20. The average annual revenue loss since FY 14/15 is \$364,245.
3. Solicitor diversion and drug court programs statewide are struggling to maintain operations because of continued reductions in both court fee revenue collections and the number of eligible persons applying for and participating in the programs.
4. In order to maintain or expand diversion and drug treatment court offerings, recurring state general fund dollars will need to be appropriated to the circuit solicitors to offset declining revenue for these programs.



Grants Update

(Grants Awarded between January 2020 and January 2021)

Grant Period	Administrator	Grant Program	Brief Description	Status	Amount of Award
10/1/2020 - 9/30/2021	Department of Justice, Bureau of Justice Assistance (BJA)	Federal Fiscal Year (FFY) 2021 John R. Justice Student Loan Forgiveness Program	With funds awarded to South Carolina and pursuant to program requirements, the SCCPC distributes awards to eligible prosecutors and public defenders to pay down student loan debt. Of the total funds awarded to South Carolina half of this amount is divided among prosecutors and half is divided among public defenders.	Active	\$ 40,825
10/1/2020 - 9/30/2022	SC Department of Public Safety (SCDPS), Office of Highway Safety and Justice Programs (OHSJP)	FFY 2021 National Highway Traffic Safety Administration (NHTSA) Highway Safety Grant Program	OHSJP distributes awards pursuant to program requirements to various agencies and entities in SC for programs aimed to reduce collisions and traffic-related fatalities. Funds awarded to the SCCPC is for the the operation of the state Traffic Safety Resource Prosecutor (TSRP) program. TSRP programs operate nationwide, commonly, as in SC, under the office of the state's prosecution coordinator. The state TSRP program supports traffic safety resource prosecutors to provide legal and prosecution training and assistance for law enforcement officers and prosecutors statewide. In SC, the funds allocated to the SCCPC for a TSRP program funds one TSRP.	Active	\$ 152,998
1/1/2020- 3/30/2021	National Association of Prosecution Coordinators (NAPC)	National Highway Traffic Safety Administration (NHTSA) Highway Safety Mini-Grant Program	This mini-grant opportunity awarded through the NAPC is to put together a course to produce quality volunteer speakers who will return to their respective jurisdictions and begin training law enforcement officers, prosecutors and other traffic safety stakeholders on DUI and drug-impaired driving issues.	Active	\$ 16,000

Grant Period	Administrator	Grant Program	Brief Description	Status	Amount of Award
10/1/2020 - 9/30/2022	Department of Justice, Bureau of Justice Assistance (BJA)	FFY 2021 Innovative Prosecution Solutions for Combatting Violent Crime Program	The purpose of the Innovative Prosecution Solutions (IPS) for Combatting Violent Crime Program is to provide state, local, and tribal prosecutors with resources to reduce crime and increase public safety. The program encourages prosecutors and agencies to use data in the development of their strategies and programs and to develop effective, economical, and innovative responses to crime within their jurisdictions. One of the purposes of the program is to assist with the development of technology to better manage and track cases. Funds awarded to the SCCPC will be used to hire a Database Administrator to oversee and manage the development of a database for the collection of statewide prosecution data. (Funding for such database is the SCCPC's top budget request priority for the FY 22 State budget.)	Active	\$ 340,000
3/1/2020-6/30/2020	SC Department of Administration, Executive Budget Office (EBO)	CARES Act, SC Coronavirus Aid, Relief and Economic Security (SC CARES) Program, Phase I	Reimbursement for COVID-19 related expenditures incurred by the SCCPC from 3/1/2020 – 6/30/2020. Expenditures reimbursed were for Telework Capability and PPE Supplies.	Closed	\$ 4,090
7/1/2020-11/15/2020	SC Department of Administration, Executive Budget Office (EBO)	CARES Act, SC CARES Program, Phase II	Reimbursement for COVID-19 related expenditures incurred by the SCCPC from 7/1/2020-11/15/2020. Expenditures reimbursed were for Telework Capability, development of a Distance Learning Program and PPE Supplies.	Closed	\$ 4,150
1/20/2020-12/31/2020	SC Department of Public Safety (SCDPS), Office of Highway Safety and Justice Programs (OHSJP)	CARES Act, 2020 Coronavirus Emergency Supplemental Funding (CESF) Program, Phase I	Reimbursement for COVID-19 related expenditures incurred by the SCCPC from 1/20/2020-12/31/2020. Expenditures reimbursed were for Telework Capability, development of a Distance Learning Program and PPE Supplies.	Closed	\$ 33,811
1/20/2021-12/31/2021	SC Department of Public Safety (SCDPS), Office of Highway Safety and Justice Programs (OHSJP)	CARES Act, 2021 CESF Program, Phase II	Reimbursement for COVID-19 related expenditures incurred by the SCCPC from 1/20/2021 - 12/31/2021. As of 1/26/2021, no expenditures have been reimbursed but will primarily be requested expenses related to the further development of the SCCPC's Distance Learning Program.	Active	\$ 10,947
TOTAL OF 2020 GRANT AWARDS:					\$ 602,821



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6. Prioritized Budget Requests

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FY 21-22 Prioritized Budget Request Summary												
SC Commission on Prosecution Coordination												
BUDGET REQUESTS				FUNDING					FTEs			
Priority	Request Type (recurring, non-recurring, capital)	Request Title	Brief Description	General - Recurring	General - Nonrecurring	Other	Federal	Total	State	Other	Federal	Total
1	Non-recurring	Circuit Solicitors & SCCPC: Intelligence Led Prosecution & Data Collection Technology	<p>\$10,200,000 Non-recurring funding to be distributed equally to each of the 16 circuit solicitors plus the SCCPC Office (\$600,000 each x 17 offices) is needed for technology. Specifically, funds will be used for the acquisition of and costs associated with Prosecution Case Management Systems for the Circuit Solicitors and a central database for prosecution data at the SCCPC ("SCCPC Prosecution Data Collection System"). Expenditures will include the acquisition of, implementation of, connection and activation of interface and/or integration between, and expansion of additional data collected in and/or reported from prosecution data collection and management technology, plus up to three years of annual contractual expenses for licenses, user fees, data storage, maintenance and/or support associated with the technology systems.</p> <p>Modern Prosecution Case Management Systems in each circuit are necessary to enable solicitors to collect information electronically from law enforcement, community partners and detention facilities, and to share this information electronically with other solicitors' offices and criminal justice partners. These systems can also be integrated with and used to transfer data to the requested SCCPC Prosecution Data Collection System that will, once implemented, serve as a central repository database for the collection and reporting of statewide prosecution data.</p>	\$ -	\$ 10,200,000	\$ -	\$ -	\$ 10,200,000	0.00	0.00	0.00	0.00
2	Recurring	SCCPC: Shortage in Funding for Existing Authorized FTEs	Current recurring appropriations for SCCPC administrative operation are insufficient to fully fund the agency's existing state FTE Positions. \$184,000 Recurring funding is needed to allow the SCCPC's existing staff to be paid entirely with recurring funds and to hire an Executive Assistant I to fill the agency's single FTE vacancy. The SCCPC has no administrative assistant to support the director or agency. This is the 3rd budget cycle for which this funding has been requested and remains a chief priority for the agency.	\$ 184,000	\$ -	\$ -	\$ -	\$ 184,000	0.00	0.00	0.00	0.00
3	Recurring and Non-recurring	SCCPC: New Agency Administrative & Legal FTE Positions (2 FTEs)	<p>1) Recurring funding for a Statistician II (\$65,000 Salary/\$26,000 Fringe/\$1,000 Operating) to design, plan, collect & analyze data, prepare and present statistical research, findings, trends and graphic models (essential for evaluating and developing the parameters of statewide prosecution data that is collected and reported, and that ultimately will be included within the central database needed and requested by the SCCPC ("SCCPC Prosecution Data Collection System") to produce valuable and accurate statewide data.</p> <p>2) Recurring funding for a Staff Attorney (Attorney III) (\$70,000 Salary/\$28,000 Fringe/\$1,000 Operating) to assist with legal training, research, assistance, updates and materials.</p> <p>3) Non-recurring funds requested are to purchase a computer and equipment for the new FTEs (\$3,000 each).</p>	\$ 191,000	\$ 6,000	\$ -	\$ -	\$ 197,000	2.00	0.00	0.00	2.00

BUDGET REQUESTS				FUNDING					FTEs			
Priority	Request Type (recurring, non-recurring, capital)	Request Title	Brief Description	General - Recurring	General - Nonrecurring	Other	Federal	Total	State	Other	Federal	Total
4	Recurring and Non-recurring	SCCPC: New Agency IT FTE Position & Increase in Technology/Software Expenses (1 FTE)	<p>1) Recurring funding for an experienced Technology Operations Manager (IT Manager II) (\$90,000 Salary/\$36,000 Fringe/\$2,000 Operating Recurring) to lead IT hardware and software development projects and to provide IT support for the SCCPC and the Offices of Circuit Solicitor.</p> <p>2) \$73,260 non-recurring funding is requested for up to three years of increased annual technology expenses incurred by the SCCPC, including contractual rate increases and expenses for existing technology and software including associated storage, maintenance and support services; for additional technology licenses needed; and for the replacement of 3/5 of agency computers.</p> <p>3) \$11,300 non-recurring funding is requested to purchase a computer and equipment for the new FTE (\$3,000) and to replace end-of-life and malfunctioning equipment needed for in-person training programs conducted by the agency (\$8,300).</p>	\$ 128,000	\$ 84,560	\$ -	\$ -	\$ 212,560	1.00	0.00	0.00	1.00
5	Recurring	SCCPC: Operating Cost Increases	<p>\$13,770 Recurring funding is requested to pay the increased cost of liability insurance premiums paid to the Insurance Reserve Fund.</p> <p>\$4,800 Recurring funding is requested for the SCCPC's share of the annual cost for staffing Security Officers in the Wade Hampton, Brown and Dennis Buildings, which began 3/1/2020.</p>	\$ 18,570	\$ -	\$ -	\$ -	\$ 18,570	0.00	0.00	0.00	0.00
6	Recurring	SCCPC: Education Services Unit Training Expenses	\$39,000 Recurring funding is requested to establish an agency training budget for the SCCPC's Educational Services Unit. The SCCPC does not have an established training budget even though chief among the support services provided for the Offices of Solicitor is training and continuing education for their staff, including prosecutors, paralegals, investigators, victim advocates, diversion program staff, and administrative staff. A dedicated training budget will allow the agency to provide increased general and specialized training opportunities regionally as demanded by the increased staffing, legal changes, procedural complexities, and scheduling difficulties of prosecution staff statewide.	\$ 39,000	\$ -	\$ -	\$ -	\$ 39,000	0.00	0.00	0.00	0.00
7	Capital and Non-recurring	SCCPC: Office Renovation & Security	<p>\$176,000 capital project funding is requested for construction and upfit of existing office space to maximize efficiency and utilization of space and to accommodate new staff.</p> <p>\$12,000 Non-recurring funding is needed to update the agency's security system as recommended in FY 19 by SCDPS Bureau of Protective Services (BPS) following a physical security assessment of the agency's office space.</p> <p>\$17,000 Non-recurring funding is needed for furniture and equipment needs associated with the agency's request for renovations to existing office space and for remaining furniture and equipment needs for the agency's training/meeting room that recently awarded grant funds are insufficient to cover.</p>	\$ -	\$ 205,000	\$ -	\$ -	\$ 205,000	0.00	0.00	0.00	0.00
8	Recurring	Circuit Solicitors: Drug Court Funding	\$3,200,000 Recurring funding is requested to establish one additional drug court program in each of the 16 judicial circuits and replace declining court fee revenue received to operate and maintain existing drug courts. Funding will be distributed equally among the Offices of Solicitor (\$200,000 per circuit).	\$ 3,200,000	\$ -	\$ -	\$ -	\$ 3,200,000	0.00	0.00	0.00	0.00
9	Recurring	Circuit Solicitors: Administrative Assistant Salary Increases	\$74,642 Recurring funding (\$59,881 Salary/\$14,761 Fringe) is requested to increase salaries of the 16 Circuit Solicitors' state-funded administrative assistant positions to the midpoint salary for Pay Band 4 of \$39,228.	\$ 74,642	\$ -	\$ -	\$ -	\$ 74,642	0.00	0.00	0.00	0.00

BUDGET REQUESTS				FUNDING					FTEs			
Priority	Request Type (recurring, non-recurring, capital)	Request Title	Brief Description	General - Recurring	General - Nonrecurring	Other	Federal	Total	State	Other	Federal	Total
10	Recurring and Non-recurring	Circuit Solicitors: Intake & Review Programs	\$3,302,000 Recurring and \$127,000 Non-recurring funding is requested to establish an intake and review program in each circuit. \$1,248,000 of the funding will be distributed equally among the circuits (\$78,000 per circuit) to support salary and fringe costs for one attorney in each circuit dedicated to the review and, if appropriate, assignment of charges. The remaining \$2,054,000 will be distributed based on each county's average incoming caseload.	\$ 3,302,000	\$ 127,000	\$ -	\$ -	\$ 3,429,000	0.00	0.00	0.00	0.00
11	Recurring and Non-recurring	Circuit Solicitors: Caseload Equalization & Prosecutor Retention	\$6,604,000 Recurring and \$254,000 Non-recurring funding is requested to hire additional prosecutors and retain talented prosecutors to reduce caseloads and support the efficient disposition of cases. \$1,248,000 of the funding will be distributed equally among the circuits (\$78,000 per circuit) to support the salary and fringe equivalent for one prosecutor in each circuit. The remaining \$5,356,000 will be distributed based on each county's average incoming caseload.	\$ 6,604,000	\$ 254,000	\$ -	\$ -	\$ 6,858,000	0.00	0.00	0.00	0.00
12	Recurring	Circuit Solicitors: Funding of Proviso 117.61 (Prosecutors and Defenders Public Service Incentive Program)	\$500,000 Recurring funding is requested to be distributed annually, pursuant to Proviso 117.61, to full-time attorneys at the Office of Attorney General, SCCPC, SCCID, a Circuit Solicitor's Office or a Circuit Public Defender's Office who have demonstrated a commitment to public service to lessen the financial strain of student loan debt.	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	0.00	0.00	0.00	0.00
TOTAL BUDGET REQUESTS				\$ 14,241,212	\$ 10,876,560	\$ -	\$ -	\$ 25,117,772	3.00	0.00	0.00	3.00

Governor's Executive Budget (New Funding):

\$10,200,000 Non-recurring - Technology Funding for Intelligence Led Prosecution and Data Collection

\$1,000,000 Recurring - Drug Court Funding

NOTE:

The pages that follow this note include a summary spreadsheet submitted to the Executive Budget Office (EBO) with amendments requested to the SC Commission on Prosecution Coordination's (SCCPC) FY 2021-22 Budget Plan submission as well as the SCCPC's original FY 2021-22 Agency Budget Plan packet as submitted to the EBO in September 2020.

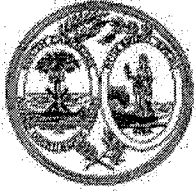
The page that precedes this note, the SCCPC's FY 21-22 Prioritized Budget Request Summary, is an accurate and current listing of the agency's budget requests for new funding as of January 26, 2020 and should be the primary reference utilized when considering the agency's FY 21-22 budget requests. The original September 2020 Budget Plan submission is, however, still a useful resource for a more detailed explanation of the projects for which new funding is being requested.

SC Commission on Prosecution Coordination
Summary of
Requested Amendments to Original FY 2021-22 Budget Plans
(Submitted to the EBO on 11/30/2020)

Original Budget Priority #	New Budget Priority #	Original Form Type	New Form Type	Original Title	New Title	Description of Change
N/A	1	N/A	B2	N/A	Circuit Solicitors & SCCPC: Intelligence Led Prosecution & Data Collection Technology	This new request combines the technology systems requests of the Circuit Solicitors and SCCPC as follows: *Includes the Solicitors' non-recurring request from original Priority 5 (now removed) *Incorporates the solicitors' recurring request from original Priority 4 and changes to a non-recurring request to cover the annual cost for 3 years *Includes the SCCPC's database request previously incorporated within original Priority 3 non-recurring request *Includes the SCCPC's database request previously incorporated within original Priority 2 recurring request and changes to a non-recurring amount to cover this cost for 3 years.
1	2	B1	No Change	SCCPC: Agency Administrative & Legal Staff	No Change	Changed priority number only
2	3	B1	No Change	SCCPC: Agency Technology & IT Staff	No Change	*Changed priority number *Reduced requested funding amount *Moved database request to new Priority 1 combined Solicitor/SCCPC Request *Removed Database Administrator I request. The SCCPC recently received a grant award for this position. *Moved annual technology cost increase to a non-recurring request to cover this increase for 3 years in new Priority 4
3	4	B2	No Change	SCCPC: Agency Technology & IT Staff	No Change	*Changed priority number *Reduced requested funding amount *Moved and incorporated database request to new Priority 1 combined Solicitor/SCCPC Request *Removed Database Administrator I request. The SCCPC recently received a grant award for this position. * Incorporates the annual technology cost increase (previously a recurring request) from original Priority 2 and changes the amount to cover the annual increase for 3 years.
4	1 (Note: See new Priority 1 above)	B1	B2	Circuit Solicitors: Intelligence Led Prosecution Programs	Circuit Solicitors & SCCPC: Intelligence Led Prosecution & Data Collection Technology	*Moved to and Incorporated in new Priority 1 Solicitor/SCCPC Request for non-recurring funds to cover this annual expense for 3 years.
5	Removed	B2	Removed	Circuit Solicitors: Intelligence Led Prosecution Programs	Removed	*Removed this item *Relocated the request to new Priority 1 Solicitor/SCCPC Request

Original Budget Priority #	New Budget Priority #	Original Form Type	New Form Type	Original Title	New Title	Description of Change
6	5	B1	No Change	SCCPC: Operating Cost Increases	No Change	Changed priority number only
7		C	No Change	SCCPC: Office Renovation & Security	No Change	*Reduced construction and upfit cost from \$182,000 to \$176,000 to remove portion the SCCPC recently received grant funding for. (Security System cost remains unchanged)
8	6	B1	No Change	SCCPC: Education Services Unit Training Expenses	No Change	*Changed priority number only
9	8	B1	No Change	Circuit Solicitors: Drug Court Funding	No Change	*Changed priority number only *Note: There is a typo in the original B1 submitted. In the 2nd paragraph in the "Justfication of Request" section, the 2nd sentence should start "Recurring funding of \$2,800,000 "
10	9	B1	No Change	Circuit Solicitors: Administrative Assistant Salary Increases	No Change	*Changed priority number only
11	10	B1	No Change	Circuit Solicitors: Intake and Review Programs	No Change	*Changed priority number
12	11	B1	No Change	Circuit Solicitors: Caseload Equalization and Prosecutor Retention	No Change	*Changed priority number
13	16	B1	No Change	Circuit Solicitors: Funding of Proviso 117.61	No Change	*Changed priority number
14	12	B2	No Change	SCCPC: Agency Administrative & Legal Staff	No Change	*Changed priority number
15	13	B2	No Change	SCCPC: Office Renovation Furniture & Equipment	No Change	*Changed priority number *Reduced request from \$29,000 to \$17,000 to remove portion the SCCPC recently received grant funding for.
16	14	B2	No Change	Circuit Solicitors: Intake and Review Programs	No Change	*Changed priority number
17	15	B2	No Change	Circuit Solicitors: Caseload Equalization and Prosecutor Retention	No Change	*Changed priority number

Agency Name:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60



Fiscal Year FY 2021-2022

Agency Budget Plan

FORM A - BUDGET PLAN SUMMARY

OPERATING REQUESTS (FORM B1)	For FY 2021-2022, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting General Fund Appropriations.
	<input type="checkbox"/>	Requesting Federal/Other Authorization.
	<input type="checkbox"/>	Not requesting any changes.

NON-RECURRING REQUESTS (FORM B2)	For FY 2021-2022, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting Non-Recurring Appropriations.
	<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
	<input type="checkbox"/>	Not requesting any changes.

CAPITAL REQUESTS (FORM C)	For FY 2021-2022, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting funding for Capital Projects.
	<input type="checkbox"/>	Not requesting any changes.

PROVISOS (FORM D)	For FY 2021-2022, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
	<input type="checkbox"/>	Only requesting technical proviso changes (such as date references).
	<input type="checkbox"/>	Not requesting any proviso changes.

Please identify your agency's preferred contacts for this year's budget process.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Lisa H. Catalanotto	(803) 343-0765	lisacatalanotto@cpc.sc.gov
SECONDARY CONTACT:	Tina Thompson	(803) 343-0765	tinathompson@cpc.sc.gov

I have reviewed and approved the enclosed FY 2021-2022 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	<u>Agency Director</u>	<u>Board or Commission Chair</u>
SIGN/DATE:	<i>Lisa H. Catalanotto</i> 9/25/2020	<i>Isaac M. Stone, III</i> 9/25/2020
TYPE/PRINT NAME:	Lisa H. Catalanotto	Isaac McDuffie Stone, III

This form must be signed by the agency head – not a delegate.

Agency Name:	<u>Prosecution Coordination Commission</u>
Agency Code:	E210
Section:	60

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	SCCPC: Agency Administrative & Legal Staff	375,000	0	0	0	375,000	2.00	0.00	0.00	0.00	2.00
2	B1 - Recurring	SCCPC: Agency Technology & IT Staff	408,420	0	0	0	408,420	2.00	0.00	0.00	0.00	2.00
3	B2 - Non-Recurring	SCCPC: Agency Technology & IT Staff	514,300	0	0	0	514,300	0.00	0.00	0.00	0.00	0.00
4	B1 - Recurring	Circuit Solicitors: Intelligence Led Prosecution Programs	2,400,000	0	0	0	2,400,000	0.00	0.00	0.00	0.00	0.00
5	B2 - Non-Recurring	Circuit Solicitors: Intelligence Led Prosecution Program	2,400,000	0	0	0	2,400,000	0.00	0.00	0.00	0.00	0.00
6	B1 - Recurring	SCCPC: Operating Cost Increases	18,570	0	0	0	18,570	0.00	0.00	0.00	0.00	0.00
7	C - Capital	SCCPC: Office Renovation & Security	194,000	0	0	0	194,000	0.00	0.00	0.00	0.00	0.00
8	B1 - Recurring	SCCPC: Educaton Services Unit Training Expenses	39,000	0	0	0	39,000	0.00	0.00	0.00	0.00	0.00
9	B1 - Recurring	Circuit Solicitors: Drug Court Funding	3,200,000	0	0	0	3,200,000	0.00	0.00	0.00	0.00	0.00
10	B1 - Recurring	Circuit Solicitors: Administrative Assistant Salary Increases	74,642	0	0	0	74,642	0.00	0.00	0.00	0.00	0.00
11	B1 - Recurring	Circuit Solicitors: Intake & Review Programs	3,302,000	0	0	0	3,302,000	0.00	0.00	0.00	0.00	0.00
12	B1 - Recurring	Circuit Solicitors: Caseload Equalization & Prosecutor Retention	6,604,000	0	0	0	6,604,000	0.00	0.00	0.00	0.00	0.00
13	B1 - Recurring	Circuit Solicitors: Funding of Proviso 117.61 (Prosecutors and Defenders Public Service Incentive Program)	500,000	0	0	0	500,000	0.00	0.00	0.00	0.00	0.00
14	B2 - Non-Recurring	SCCPC: Agency Administrative &	6,000	0	0	0	6,000	0.00	0.00	0.00	0.00	0.00

		Legal Staff										
15	B2 - Non-Recurring	SCCPC: Office Renovation Furniture & Equipment	29,000	0	0	0	29,000	0.00	0.00	0.00	0.00	0.00
16	B2 - Non-Recurring	Circuit Solicitors: Intake & Review Programs	127,000	0	0	0	127,000	0.00	0.00	0.00	0.00	0.00
17	B2 - Non-Recurring	Circuit Solicitors: Caseload Equalization & Prosecutor Retention	254,000	0	0	0	254,000	0.00	0.00	0.00	0.00	0.00
TOTALS			20,445,932	0	0	0	20,445,932	4.00	0.00	0.00	0.00	4.00

Agency Name:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	1
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Agency Administrative & Legal Staff
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$375,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$375,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	2.00
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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 checked="" type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input 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 # 14	

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	<p>Strategy: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Strategy: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff.</p> <p>Accountability: Funding and authorization will be used to allow the SCCPC to fully support existing agency staff with recurring funding and to hire 3 legal and administrative support staff needed to meet increased demands for services and to sustain and maintain existing services provided for the Offices of Solicitor, legislators, the Judicial Department, criminal justice partners, and interested non-governmental entities.</p>
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What specific strategy, as outlined in the most recent 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

\$184,000 recurring funds will be used by the agency to fully fund FTE positions occupied by existing staff and partially fund a vacant FTE position for hiring an Executive Assistant to provide administrative support for the Executive Director.

\$191,000 recurring funds and authorization for 2 additional FTE positions will be used by the agency to hire a Statistician to design, plan, collect and analyze data for, prepare and present statistical research, reports, findings, trends, and graphic models; and to hire a Staff Attorney to assist with legal training, research, assistance, updates and materials.

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

The SCCPC requests FTE authorization and both recurring and non-recurring funding to pay existing agency staff entirely with recurring funding, and to hire administrative and legal support staff to sustain and maintain existing services provided by the agency.

Partial Funding for Existing FTE Positions (\$184,000 Recurring)

\$184,000 recurring funding is needed to allow the SCCPC's existing staff to be paid entirely with recurring funds. This is the 3rd budget cycle for which this funding has been requested and remains the agency's number 1 budget request priority. The requested funding will eliminate the partial payment of salary and fringe from carryforward funds for existing agency staff, including the agency's Director of Business Services & Communications and the agency's Staff Attorney & Education Coordinator, and to hire an Executive Assistant (Executive Assistant I) to fill the agency's single FTE vacancy, which cannot be filled until existing staff is fully-funded.

The Director of Business Services & Communications is responsible for and assists with the coordination and management of statewide projects related to solicitor diversion programs; grants; data collection; legislative and media responses; agency information security and privacy; and contract and policy development. The Staff Attorney & Education Coordinator assists with the coordination and development of legal training, research, updates and materials; provides legal and technical assistance for the Executive Director and prosecution staff in the Offices of Solicitor; assists with subpoenas and FOIA responses; and reviews and analyzes legislation. Finally, an Executive Assistant (is needed to provide administrative support for the Executive Director and the office, which has no administrative assistant on staff.

Funding & Authorization to Hire a Statistician II and Attorney III (\$191,000 Recurring; 2 FTEs)

\$191,000 recurring funding and FTE authorization is requested for 2 new agency positions to maintain the services and support provided for the Offices of Solicitor. As the demands placed upon the Offices of Solicitor have increased, likewise, the service, training, project management and reporting responsibilities imposed upon the SCCPC have also increased.

A Statistician (\$65,000 Salary/\$26,000 Fringe/\$1,000 Operating) is needed to design, plan, collect and analyze data for, prepare and present statistical research, reports, findings, trends, and graphic models. The new statistician will assist with identifying prosecution data accessible by all solicitors currently, and develop data measures and reporting formats to be incorporated in prosecution case management systems acquired by solicitors in the future and in a central prosecution data collection database planned for development by the SCCPC. The requested Statistician position is part of the Commission's long-term strategic plan to establish a Prosecution Strategies Unit at the agency for the collection of statewide data from the 16 Circuit Solicitors, and for the Circuit Solicitors to also establish Prosecution Strategies Units in their individual offices to gather information from law enforcement, community partners, detention facilities, as well as their own offices that will be transferred to a central repository at the SCCPC managed by its Prosecution Strategies Unit. The information collected is needed by and will be shared with the Circuit Solicitors, the General Assembly, law enforcement, and entities such as the SC Domestic Violence Advisory Committee and the State Office of Victim Assistance. The establishment of the SCCPC's Prosecution Strategies Unit requires additional staff (3 new FTEs: an IT Manager II, Database Administrator I and Statistician II) and the development of a database (Prosecution Data Collection System), all of which funding is requested for within in the SCCPC's FY 22 Budget Plan. A key component of the Commission's plan is the acquisition and operation of web-based Prosecution Case Management Systems by the Circuit Solicitors, which is required for the establishment of their

individual Prosecution Strategies Units and for which funding is also requested in the SCCPC's FY 22 Budget Plans.

An additional Staff Attorney (\$70,000 Salary/\$28,000 Fringe/\$1,000 Operating) is needed to assist with legal trainings, research, assistance, updates and materials. \$6,000 in non-recurring funds are also being requested for a computer and equipment for the 2 new FTEs (\$3,000 per FTE).

The SCCPC operates with a limited staff of four (4) state-funded FTEs and one (1) grant-funded FTE along with the Executive Director. The SCCPC provides administrative and programmatic support for 1,100 prosecutors and staff in the Offices of Solicitor statewide by coordinating and managing statewide efforts and initiatives; by staying abreast of and providing assistance and updates on legal issues, criminal laws, legislation, criminal procedure, evidence and other matters; and by analyzing and reporting statewide prosecution data. Further, the SCCPC develops and provides general and specialized training for prosecutors, paralegals, investigators, victim/witness advocates, diversion program coordinators, administrative staff and others in the Offices of Solicitor. Outside the Offices of Solicitor, the SCCPC also assists and provides information and training for summary court prosecutors, law enforcement, other state agencies and victim advocacy groups, and the General Assembly.

Without the requested funding and authorization, agency operations cannot be maximized, many initiatives will be hindered, and critical services cannot be accomplished accurately or efficiently.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	2
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Agency Technology & IT Staff
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$408,420</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$408,420</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	2.00
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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 # 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

	<p>Strategy: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Strategy: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Coordinate legislative efforts with the General Assembly and state agencies involved in the criminal justice system.</p> <p>Accountability: Prosecution Data Collection System and Database Administrator I Position</p> <p>Database development and implementation of a statewide prosecution data collection system as well as the hiring of a Database Administrator will streamline the agency's data collection ability and processes so it can easily review, analyze and report data based on information entered by various circuit solicitor offices. The system will maximize the accuracy and efficiency of existing statewide reporting requirements and will support additional data collection and analysis that will improve the assessment</p>
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ACCOUNTABILITY OF FUNDS

of processes and programs, support the identification and tracking of criminal activity trends, and provide information to assist solicitors with developing targeted strategies for improving the management of their offices and suppressing criminal activity in their communities.

Accountability: Technology Operations Manager (IT Manager II) Position

The SCCPC has no IT staff. In addition to the Database Administrator to support the prosecution data collection system described above, funds will be used to hire a Technology Operations Manager (IT Manager II) to provide much-needed 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, assist with and promote interface between SCCPC and circuit solicitor software systems, and ensure the efficient and economical management and development of technology resources within the SCCPC.

Accountability: Software, Service & Equipment

The annual costs of existing technology support services, software programs and storage have increased. Also, additional remote network connectivity (VPN) through DTO and software program licenses have been necessary to acquire for the SCCPC to provide virtual training courses through the agency's education/training program, for remote access to the agency server. These additional expenses were initially incurred at the end of FY 20 in response to and for the prevention of COVID-19. Additionally, ongoing maintenance, support and security monitoring/enhancements is required for the agency's newly launched website. Finally, the purchase and periodic replacement of equipment is essential for conducting educational training programs and supporting the agency's office and training operations.

Additional recurring funding is needed to pay for the increased cost of Department of Technology services; increased software licensing and support costs; maintenance, support and security monitoring/enhancement costs for the agency's website; and the purchase of computers on a five-year rotation schedule.

What specific strategy, as outlined in the most recent 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

\$150,000 will be paid to the procured database developer of the Prosecution Data Collection System for annual database support/maintenance, testing, modifications and upgrades.

\$106,000 will be used to hire a Database Administrator (Database Administrator I) 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).

\$128,000 will be used to hire an experienced Technology Operations Manager (IT Manager II) at the SCCPC to lead IT hardware and software development and to provide IT support for the SCCPC and the Office of Circuit Solicitor.

\$24,420 will be distributed to software, service & equipment vendors and agencies for increases in annual contractual costs for existing technology software, storage, maintenance and support services; for VPN and additional software program licenses; for maintenance, support and security monitoring/enhancements of the agency's website; and for the five-year rotation of computers for the agency's office and training operations.

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?

The Commission's long-term strategic plan is to establish a Prosecution Strategies Unit at the agency for the collection of statewide data from the 16 Circuit Solicitors, and for the Circuit Solicitors to also establish Prosecution Strategies Units in their individual offices to gather information from law enforcement, community partners, detention facilities, as well as their own offices that will be transferred to a central repository at the SCCPC managed by its Prosecution Strategies Unit. The information collected is needed by and will be shared with the Circuit Solicitors, the General Assembly, law enforcement, and entities such as the SC Domestic Violence Advisory Committee and the State Office of Victim Assistance. The establishment of the SCCPC's Prosecution Strategies Unit requires additional staff (3 new FTEs: an IT Manager II, Database Administrator I and Statistician II) and the development of a database (Prosecution Data Collection System), all of which funding is requested for within in the SCCPC's FY 22 Budget Plan. A key component of the Commission's plan

is the acquisition and operation of web-based Prosecution Case Management Systems by the Circuit Solicitors, which is required for the establishment of their individual Prosecution Strategies Units and for which funding is also requested in the SCCPC's FY 22 Budget Plans.

Prosecution Data Collection System (\$150,000 Recurring) and Database Administrator I (\$106,000 Recurring; 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 recurring funding requested to support this database project include: **1) \$150,000** recurring for annual database support/maintenance costs, testing, modifications and upgrades for the Prosecution Data Collection System; **and 2) \$106,000** recurring (\$75,000 Salary/\$30,000 Fringe/\$1,000 Operating) and authorization for 1 new FTE to hire a database administrator (Database Administrator I) to operate and maintain the Prosecution 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).

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 statistical 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. Additionally, 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 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 database or any 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 six 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 be a central repository that will:

- allow solicitors' offices to access/interface with the system, transfer information, 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;

**JUSTIFICATION OF
REQUEST**

- 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, implement and maintain 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.

Technology Operations Manager (IT Manager II) (\$128,000 Recurring; 1 FTE)

The SCCPC requests **\$128,000** recurring (\$90,000 Salary/\$36,000 Fringe/\$2,000 Operating) and authorization for 1 new FTE to hire a Technology Operations Manager (IT Manager II) 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, assist with and promote interface between SCCPC and circuit solicitor software systems, and ensure the efficient and economical management and development of technology resources within the SCCPC.

The SCCPC has no 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 will serve dual roles as project manager and systems/security analyst to develop and manage technology projects. The technology operations manager will:

- support cloud-based data interface among the Offices of Solicitor and the SCCPC office;
- manage the agency's technology resources and development;
- develop and maintain IT management and security guidelines, IT planning, and IT support;
- provide guidance and assistance to circuit solicitors, as requested, in the acquisition, set-up of prosecution case management systems and their features;
- serve as technology advisor for the SCCPC and technology liaison with the Offices of Solicitor;
- develop and format system reports;
- evaluate IT needs and recommend solutions;
- use project management principles to complete projects;
- lead implementation of new technology and lifecycle replacements; and
- study and incorporate new and evolving technologies.

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 assistance cannot be provided for the Offices of Circuit Solicitor.

Increase in Annual Software, Service & Equipment Costs (\$24,420 Recurring)

The SCCPC requests **\$24,420** for increases in annual contractual costs for existing technology software, storage, maintenance and support services; for VPN and additional software program licenses; for maintenance, support and security monitoring/enhancements of the agency's website; and for the five-year rotation of computers for the agency's office and training operations. These additional annual expenses include:

- \$9,000 – Annual cost of Capital Impact training registration software and support
- \$3,109 – Annual cost of Zoom online meeting and training licenses
- \$2,025– Increased cost of Westlaw legal research software
- \$4,300 – Increased cost of Department of Administration, Division of Technology Operations (DTO) IT network support services
- \$622 – Increased cost of Dropbox file-sharing & storage service
- \$564 – Increased cost of Survey Monkey survey licenses
- \$4,800 - Five-year computer rotation schedule to replace 1/5 of the agency's office and training computers each year

Without the requested increase in recurring funding to support these cost increases, non-recurring carryforward funds will continue to be drawn down and unavailable for allocation as intended for existing one-time projects and other expenses.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	4
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Intelligence Led Prosecution Programs
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$2,400,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$2,400,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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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 # 5	

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	<p>Strategy: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Coordinate legislative efforts with the General Assembly and state agencies involved in the criminal justice system.</p> <p>Strategy: Communicate regularly with non-governmental entities involved with criminal justice efforts and participate in initiatives that promote coordination of efforts and information sharing among criminal justice partners.</p> <p>Accountability: Web-based Prosecution Case Management Systems and IT Infrastructure 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</p>
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What specific strategy, as outlined in the most recent 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

\$2,400,000 recurring funding will be distributed equally among the Offices of Solicitor (\$150,000 per circuit) for annual maintenance, interface and integration costs, system support & upgrade, and user fees associated with the acquisition and implementation of web-based Prosecution Case Management Systems. Any remaining funds will be used by the Circuit Solicitor for recurring IT Infrastructure needs.

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

\$2,400,000 recurring funding is needed for annual maintenance, interface and integration costs, system support & upgrade, and user fees associated with the acquisition and implementation of web-based Prosecution Case Management Systems. Funding will be distributed equally among the Offices of Solicitor (\$150,000 recurring per circuit). Any remaining funds will be used by the Circuit Solicitors for recurring IT Infrastructure needs. The systems will replace existing case management systems that are antiquated and lack interface and integration capabilities.

The Commission's long-term strategic plan is to establish a Prosecution Strategies Unit at the agency for the collection of statewide data from the 16 Circuit Solicitors, and for the Circuit Solicitors to also establish Prosecution Strategies Units in their individual offices to gather information from law enforcement, community partners, detention facilities, as well as their own offices that will be transferred to a central repository at the SCCPC managed by its Prosecution Strategies Unit. The information collected is needed by and will be shared with the Circuit Solicitors, the General Assembly, law enforcement, and entities such as the SC Domestic Violence Advisory Committee and the State Office of Victim Assistance. A key component of the Commission's plan is the acquisition and operation of web-based Prosecution Case Management Systems by the Circuit Solicitors, which is required for the establishment of their individual Prosecution Strategies Units and for which funding is being requested. In addition, the establishment of the SCCPC's central Prosecution Strategies Unit requires additional staff (3 new FTEs: an IT Manager II, Database Administrator I and Statistician II) and the development of a database (Prosecution Data Collection System), all of which funding is also requested for within in the SCCPC's FY 22 Budget Plan.

Circuit Solicitors will set up prosecution strategies units in their individual offices in order to gather information from law enforcement, community partners, detention facilities and their Case Management Systems. They will then transfer information collected in the web-based Case Management Systems to the SCCPC's Prosecution Strategies Unit through a database (the Prosecution Data Collection System for which funding is also requested) that will be the central repository for the information. The web-based Prosecution Case Management Systems will also be able to gather information that will be shared with other Solicitors on criminal activity, court status, bench warrant and failure to appear status, and Brady material concerning police officers.

The information the SCCPC's and Circuit Solicitors' Prosecution Strategy Units gathers will be used by the General Assembly in the form of various required or requested reports that are received and reviewed, to develop evidence-based decisions in budgeting, and in establishing accountability. For Law Enforcement, information will be available on criminals that have been arrested in other parts of the State and, prior to hiring, on police officers that have Brady material. The information will also assist other entities such as the State Office of Victim Assistance and the SC Domestic Violence Advisory Committee with gathering statistics on things like victimology and batterers' intervention programs.

Funding to enable acquisition of web-based Prosecution Case Management 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.

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include an explanation of impact if funds are not received. If new positions have

Agency Name:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	6
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Operating Cost Increases
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$18,570</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$18,570</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	<p>Mark "X" for all that apply:</p> <table 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 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 checked="" 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 type="checkbox"/></td><td>Related to a Non-Recurring request – If so, Priority #</td></tr> </table>	<input 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 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 #
<input 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																				
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<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	<p>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</p> <table 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: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Accountability: The cost of Insurance Reserve Fund (IRF) liability insurance premiums has increased and the cost of building security implemented in all buildings on the State House Complex has been apportioned among all tenants. The requested funds will be used to pay these additional costs imposed on the SCCPC.</p>
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What specific strategy, as outlined in the most recent 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?

	\$13,770 will be paid along with the previous amount charged for insurance premiums
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RECIPIENTS OF FUNDS

to the SC Insurance Reserve Fund.

\$4,800 will be paid to the SC Department of Administration for SCCPC's pro-rata cost for security officers that began staffing the Wade Hampton, Edgar A. Brown and Rembert C. Dennis buildings on the State House Complex beginning March 1, 2020.

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

\$18,570 recurring funding is needed to pay the increased cost of operational expenses associated with the SCCPC's lease of office space in the Wade Hampton Building on the State House grounds and liability insurance coverage. The agency's liability insurance premiums paid to the Insurance Reserve Fund increased \$13,770 effective October 1, 2020. Additionally, the Department of Administration deployed new security measures in the Wade Hampton Building beginning March 1, 2020, which includes the staffing of officers at the security desk within the building. This expense has been passed along to the tenants within the building, and the SCCPC's share of this new expense is \$4,800 annually.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	8
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Educaton Services Unit Training Expenses
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$39,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$39,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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Please provide the total number of new positions needed for this request.

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 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 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

ACCOUNTABILITY OF FUNDS	<p>Strategy: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff.</p> <p>Strategy: Improve accessibility of legal training and assistance to prosecution staff statewide.</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.</p>
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What specific strategy, as outlined in the most recent 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

\$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.

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

\$39,000 is requested to establish an training budget for the SCCPC's Educational Services Unit. An established budget will be used to pay for expenses associated with coordinating trainings for prosecution staff statewide and include rental costs for meeting space and speaker fees and travel costs. A dedicated training budget will allow the agency 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.

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.

Without the requested funding, the SCCPC will be unable to establish a training budget to support more specialized and regional trainings.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	9
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Drug Court Funding
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$3,200,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$3,200,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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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 checked="" 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 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

ACCOUNTABILITY OF FUNDS	<p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Coordinate legislative efforts with the General Assembly and state agencies involved in the criminal justice system.</p> <p>Strategy: Communicate regularly with non-governmental entities involved with criminal justice efforts and participate in initiatives that promote coordination of efforts and information sharing among criminal justice partners.</p> <p>Accountability: Establish one additional drug court program in each of the 16 judicial circuits and replace reductions in court fee funding received for the operation of drug courts.</p>
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What specific strategy, as outlined in the most recent 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?

	<p>\$3,200,000 recurring funding will be distributed to the Circuit Solicitors to</p>
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RECIPIENTS OF FUNDS

establish one new drug court program in each circuit and to maintain existing drug court programs. Funds will be distributed pro-rata (\$200,000 per circuit) to establish one additional drug court program in each circuit and to replace declining court fee revenue needed to maintain the operation of existing drug courts.

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

\$3,200,000 recurring funding is needed to establish one new drug treatment court program in each circuit and to maintain the operation of existing drug court programs, the funding for which comes from court fee revenue that has continued to decline over the past several years. Funding will be distributed equally among the Offices of Solicitor (\$200,000 recurring per circuit).

The average annual cost of operating a drug court is \$175,000. Recurring funding of \$2,000,000 for each circuit will support the establishment of one new drug/treatment court per circuit that will operate in addition to existing drug courts.

Additionally, available funding for the operation of existing drug courts has steadily declined over the past several years as revenue from court fees has declined. Statewide, court fee revenue allocated specifically for the operation of drug court programs declined over \$870,000 between FY 19 and FY 20, and has declined an average of nearly \$375,000 over the past three years (FY 18 - FY 20). State recurring funding of \$400,000 will replace funding lost as a result of dwindling and unreliable court fee revenue.

Drug Court provides a cost-effective alternative to traditional prosecution and incarceration of offenders with substance use and/or alcohol use disorders through intensive court supervision and treatment rehabilitation. It is a collaborative, multi-disciplinary team that includes a judge, prosecutor, defense attorney, treatment, testing, coordinator, probation, law enforcement and vocational rehabilitation. Individuals with pending criminal charges and/or probation violations must plea guilty to charges and/or probation violations with a negotiated sentence and deferral upon successful completion of the program. The programs require mandatory drug testing, intensive treatment, strong aftercare, and increasing sanctions for noncompliance with court orders. Upon successful completion, the charges are dismissed.

The goal of drug courts is to lead people living with substance use disorders out of the justice system and into lives of recovery and stability. By doing so, drug court reduces recidivism and enhances public safety. The recidivism rate for individuals that complete drug/treatment court is very low, saving taxpayers money through reduced prison and court costs. In a nationally representative study of more than 2,000 graduates from more than 90 drug courts, the average recidivism rate was only 16% in the first year after leaving the program, and 27% after the second year. This compares very favorably to recidivism rates on conventional probation, in which 46% commit a new offense and more than 60% commit a probation violation.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	10
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Administrative Assistant Salary Increases
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$74,642</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$74,642</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	<p>Mark “X” for all that apply:</p> <table style="width: 100%;"> <tr><td style="width: 5%; text-align: center;"><input checked="" type="checkbox"/></td><td>Change in cost of providing current services to existing program audience</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Change in case load/enrollment under existing program guidelines</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Non-mandated change in eligibility/enrollment for existing program</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Non-mandated program change in service levels or areas</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Proposed establishment of a new program or initiative</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Loss of federal or other external financial support for existing program</td></tr> <tr><td style="text-align: center;"><input checked="" type="checkbox"/></td><td>Exhaustion of fund balances previously used to support program</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>IT Technology/Security related</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Consulted DTO during development</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Related to a Non-Recurring request – If so, Priority #</td></tr> </table>	<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 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 #
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<input type="checkbox"/>	Consulted DTO during development																				
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority #																				

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	<p>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</p> <table style="width: 100%;"> <tr><td style="width: 5%; text-align: center;"><input type="checkbox"/></td><td>Education, Training, and Human Development</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Healthy and Safe Families</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Maintaining Safety, Integrity, and Security</td></tr> <tr><td style="text-align: center;"><input type="checkbox"/></td><td>Public Infrastructure and Economic Development</td></tr> <tr><td style="text-align: center;"><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 programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: Additional recurring funding is needed to support the Pay Band 4 midpoint salary for the Circuit Solicitors’ state-funded administrative assistant provided for pursuant to Section 1-7-325 of the 1976 Code.</p>
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What specific strategy, as outlined in the most recent 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	<p>\$74,642 recurring funds (\$59,881 Salary/\$14,761 Fringe) will support salary increases for the Circuit Solicitors’ state-funded administrative assistant positions to the midpoint salary for Pay Band 4 of \$39,228.</p>
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FUNDS

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

\$74,642 in recurring funds (\$59,881 Salary/\$14,761 Fringe) will support salary increases for the Circuit Solicitors' state-funded administrative assistant positions to the midpoint salary for Pay Band 4 of \$39,228. The 16 Circuit Solicitor Administrative Assistants are provided for pursuant to Section 1-7-325 of the 1976 Code. There are no available funds in the Circuit Solicitors' allocation for administrative assistant salaries (currently \$597,211) to increase salaries to midpoint pay. If funds are not received, the Circuit Solicitors will have difficulty retaining and finding a qualified administrative assistant for the position.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	11
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Intake & Review Programs
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$3,302,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$3,302,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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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 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

ACCOUNTABILITY OF FUNDS	<p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: Establish an Intake and Review Program in each of the 16 judicial circuits.</p>
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What specific strategy, as outlined in the most recent 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	<p>\$3,302,000 recurring funding will be distributed to the Circuit Solicitors to establish an intake and review program in each circuit. \$1,248,000 will be distributed pro-rata (\$78,000 per circuit) to support salary and fringe costs for one attorney in each circuit</p>
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FUNDS	<p>dedicated to the review and, if appropriate, assignment of charges. The remaining \$2,054,000 will be distributed based on each county's average incoming caseload.</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>
JUSTIFICATION OF REQUEST	<p>\$3,302,000 recurring funding is needed to establish one Intake and Review Program in each circuit. \$1,248,000 of the funding will be distributed equally among the Offices of Solicitor (\$78,000 per circuit) and the remaining \$2,054,000 will be distributed based on each county's average incoming caseload.</p> <p>Charges sent to the Solicitor's Office will, through it's Intake and Review Program, undergo intake screening to ensure charges are proper and, if appropriate, removed from the court system by dismissal or participation in a diversion / intervention program. Each circuit program will have a dedicated intake prosecutor that will review charges for possible placement in a diversion program or treatment court, or assignment to a prosecutor or special unit.</p> <p>The goals of establishing Intake and Review Programs in the Offices of Solicitor are to: 1) Reduce or eliminate jail time; 2) Reduce the number of initial hearings & efficiently schedule initial hearings when necessary to address backlog; 3) Assign cases to a prosecutor or special unit early to promote swift justice; and 4) quickly dismiss cases where the charges are not warranted or appropriate.</p>
	<p><i>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.</i></p>

Agency Name:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	12
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Caseload Equalization & Prosecutor Retention
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$6,604,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$6,604,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	<p>Mark “X” for all that apply:</p> <table 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>Related to a Non-Recurring request – If so, Priority # 17</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"/>	Related to a Non-Recurring request – If so, Priority # 17
<input type="checkbox"/>	Change in cost of providing current services to existing program audience																				
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<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # 17																				

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	<p>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</p> <table 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 programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: The Circuit Solicitors will use the funding 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.</p>
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What specific strategy, as outlined in the most recent 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	<p>\$6,604,000 recurring funding will be distributed to the Circuit Solicitors to establish an intake and review program in each circuit. \$1,248,000 will be distributed pro-rata (\$78,000 per circuit) to support 57 salary and fringe costs for one attorney in each circuit</p>
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FUNDS

dedicated to the review and, if appropriate, assignment of charges. The remaining \$5,356,000 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?

JUSTIFICATION OF REQUEST

The SCCPC requests new funding for distribution among the Offices of Solicitor as follows: **\$6,604,000** 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.

\$1,248,000 will be distributed pro-rata (\$78,000 per circuit) to support the salary and fringe equivalent for one prosecutor in each circuit. The remaining \$5,356,000 will be distributed based on each county's average incoming caseload.

Statewide, the average caseload for General Sessions prosecutors in the Offices of Solicitor is 384 warrants per prosecutor. The goal of the circuit solicitors is to retain experienced prosecutors and to have enough prosecutors so that general sessions caseloads do not exceed 200 warrants per prosecutor. The requested funding is based on the cost of hiring additional prosecutors using the average salary and fringe of a prosecutor with approximately 5 years of experience (\$55,000 Salary/\$22,000 Fringe/\$1,000 Operating). The total funding could allow up to 84 additional attorneys to be hired in the Offices of Solicitor to dispose of warrants more quickly and reduce prosecutor caseloads.

The Offices of Solicitor must maintain an adequate number of prosecutors to handle the growth in criminal charges statewide and to thoroughly assess and fairly dispose of those charges efficiently. The ability of solicitors to hire and retain prosecution staff ultimately protects citizens and communities and provides effective, efficient and fair prosecution of those who violate the law. No additional state funding has been provided since 2016 to hire new prosecutors and retain experienced prosecutors. Since that time, prosecutor caseloads have continued to grow as the number of new warrants statewide has increased from 120,678 warrants in FY 16 to a three-year average (FY 18 through FY 20) of 131,966 warrants at the close of FY 20, a 9.35% increase.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	13
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Funding of Proviso 117.61 (Prosecutors and Defenders Public Service Incentive Program)
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$500,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$500,000</p>
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What is the net change in requested appropriations for FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	<p>Mark "X" for all that apply:</p> <table 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 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 checked="" 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 type="checkbox"/></td><td>Related to a Non-Recurring request – If so, Priority #</td></tr> </table>	<input 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 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 #
<input type="checkbox"/>	Change in cost of providing current services to existing program audience																				
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<input type="checkbox"/>	Consulted DTO during development																				
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority #																				

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	<p>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</p> <table 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 programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: Reinstating funding for Proviso 117.61, which establishes the Prosecution and Defenders Public Service Initiative Program, will contribute to the successful operation of the Offices of Solicitor by reducing prosecutor turnover rates and enhancing the level of experience contained within the Offices of Solicitor.</p>
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What specific strategy, as outlined in the most recent 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	<p>\$500,000 recurring funding will be distributed, pursuant to Proviso 117.61, to full-time attorneys at the Office of Attorney General, Commission on Prosecution Coordination, Commission on Indigent Defense, a Circuit Solicitor's Office or a Circuit Public</p>
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FUNDS

Defender's Office who have demonstrated a commitment to public service and are deserving of an award to lessen the financial strain of student loan debt. Administrative costs will also be paid with funds appropriated.

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**

The Commission requests reinstatement of funding for Proviso 117.62 of the FY 20 Appropriations Act (Prosecutors and Defenders Public Service Incentive Program) to assist with the retention of experienced prosecutors, as well as public defenders. The intent of Proviso 117.62 was to offer partial student loan forgiveness for prosecutors and public defenders who demonstrate commitment to public service over accepting higher paying jobs. This proviso has not been funded for several years; however, such funding would assist with efforts to retain talented prosecutors and public defenders.

The program is available, subject to funding, for full-time attorneys with more than three years of continuous service with the Office of Attorney General, Commission on Prosecution Coordination, Commission on Indigent Defense, a Circuit Solicitor's Office or a Circuit Public Defender's Office. Qualifying attorneys may be reimbursed up to \$1,000 of student loan payments made in the preceding calendar year, and subsequent annual reimbursements made be increased by up to \$1,000, not to exceed a total reimbursement of \$5,000 in any year.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	3
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Agency Technology & IT Staff
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Provide a brief, descriptive title for this request.

AMOUNT	\$514,300
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What is the net change in requested appropriations for FY 2021-2022? 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 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 # SCCPC: Agency Technology & IT Staff	

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	<p>Strategy: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Strategy: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Coordinate legislative efforts with the General Assembly and state agencies involved in the criminal justice system.</p> <p>Accountability: Database (Prosecution Data Collection System)</p> <p>Database development and implementation of a statewide prosecution data collection system will streamline the agency's data collection ability and processes so it can easily review, analyze and report data based on information entered by various circuit solicitor offices. The system will maximize the accuracy and efficiency of existing statewide reporting requirements and will support additional data collection and analysis that will improve the assessment of processes and programs, support the identification and tracking of criminal activity trends, and provide information to assist solicitors with developing targeted strategies for improving the management of their offices and suppressing criminal activity in their communities.</p> <p>Accountability: Equipment for 2 Requested FTEs (IT Manager II and Database Administrator I)</p> <p>Funds will be used to purchase a computer and equipment for a new Technology Operations Manager (IT Manager II) and Database Administrator (Database</p>
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Administrator I), for which recurring funds are also requested.

Accountability: Software, Service & Equipment

The purchase and periodic replacement of equipment is essential for conducting educational training programs and supporting the agency's office and training operations. Additionally, non-recurring funding is needed for the purchase of technology and equipment for a training studio to provide virtual live and pre-recorded webinar trainings for circuit solicitor offices.

What specific strategy, as outlined in the most recent 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

\$500,000 will be distributed pursuant to a contractual agreement for the database development of the Prosecution Data Collection System.

\$6,000 will be used to purchase a computer and equipment for 2 new requested positions (IT Manager II and Database Administrator I) at the SCCPC, which currently has no IT staff, to lead IT hardware and software development and to provide IT support for the SCCPC, and to operate and maintain the agency's requested prosecution data collection system.

\$8,300 non-recurring funds will be used to purchase technology and equipment for in-person training programs conducted by the agency.

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?

The Commission's long-term strategic plan is to establish a Prosecution Strategies Unit at the agency for the collection of statewide data from the 16 Circuit Solicitors, and for the Circuit Solicitors to also establish Prosecution Strategies Units in their individual offices to gather information from law enforcement, community partners, detention facilities, as well as their own offices that will be transferred to a central repository at the SCCPC managed by its Prosecution Strategies Unit. The information collected is needed by and will be shared with the Circuit Solicitors, the General Assembly, law enforcement, and entities such as the SC Domestic Violence Advisory Committee and the State Office of Victim Assistance. The establishment of the SCCPC's Prosecution Strategies Unit requires additional staff (3 new FTEs: an IT Manager II, Database Administrator I and Statistician II) and the development of a database (Prosecution Data Collection System), all of which funding is requested for within in the SCCPC's FY 22 Budget Plan. A key component of the Commission's plan is the acquisition and operation of web-based Prosecution Case Management Systems by the Circuit Solicitors, which is required for the establishment of their individual Prosecution Strategies Units and for which funding is also requested in the SCCPC's FY 22 Budget Plans.

Database (Prosecution Data Collection System)

\$500,000 is requested to procure a contract with a vendor for the development and implementation of a Prosecution Data Collection System for the SCCPC that is accessible by and interface compatible with the Offices of Circuit Solicitor.

Despite the large volume of 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 database or any 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 six 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

JUSTIFICATION OF REQUEST

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 be a central repository that will:

- allow solicitors' offices to access/interface with the system, transfer information, 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 this database, 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.

Equipment for 2 Requested FTEs (IT Manager II and Database Administrator I)

The SCCPC requests **\$6,000** (\$3,000 per FTE) to purchase a computer and equipment for a new Technology Operations Manager (IT Manager II) and Database Administrator (Database Administrator II) (for which recurring funding is requested).

The SCCPC has no IT staff SCCPC to provide much-needed IT support and guidance. The new Technology Operation Manager will 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, assist with and promote interface between SCCPC and circuit solicitor software systems, and ensure the efficient and economical management and development of technology resources within the SCCPC. The new Database Administrator will operate and maintain the Prosecution 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);

The SCCPC has no 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 will serve dual roles as project manager and systems/security analyst to develop and manage technology projects. The technology operations manager will:

- support cloud-based data interface among the Offices of Solicitor and the SCCPC office;
- manage the agency's technology resources and development;
- develop and maintain IT management and security guidelines, IT planning, and IT support;
- provide guidance and assistance to circuit solicitors, as requested, in the acquisition, set-up of prosecution case management systems and their features;
- serve as technology advisor for the SCCPC and technology liaison with the Offices of Solicitor;
- develop and format system reports;
- evaluate IT needs and recommend solutions;
- use project management principles to complete projects;
- lead implementation of new technology and lifecycle replacements; and
- study and incorporate new and evolving technologies.

The SCCPC currently has a staff of 6 (including 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 assistance cannot be provided for the Offices of Circuit Solicitor.

Software, Service & Equipment (Non-recurring)

The SCCPC requests **\$8,300** non-recurring funding to replace end-of-life and malfunctioning equipment needed for in-person education trainings conducted by the SCCPC. Inoperable, malfunctioning and aging equipment that is not replaced would limit the number and quality of training programs offered. The equipment needed for in-person trainings include:

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

The SCCPC organizes and conducts annually an average of 15-20 trainings providing 100-150 hours of continuing education credit hours for over 1,400 participants, including prosecutors, victim advocates, diversion coordinators, law enforcement officers and judges. **Reliable technology is essential for conducting these trainings.**

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	5
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Intelligence Led Prosecution Program
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Provide a brief, descriptive title for this request.

AMOUNT	\$2,400,000
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What is the net change in requested appropriations for FY 2021-2022? 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 checked="" type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding
<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # Circuit Solicitors: Intelligence Led Prosecution Programs	

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	<p>Strategy: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: The acquisition of web-based Prosecution Case Management Systems and IT Infrastructure for the Offices of Solicitor has been a top priority for years because the systems 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>
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What specific strategy, as outlined in the most recent 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>\$2,400,000 non-recurring funding will be distributed equally among the Offices of Solicitor (\$150,000 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. Remaining funds will be used by the Circuit Solicitor for non-recurring IT Infrastructure needs.</p>
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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

\$2,400,000 non-recurring funds is needed for the acquisition of web-based Prosecution Case Management Systems in the Offices of Solicitor and costs associated therewith, including licensing and system conversion. Funding will be distributed equally among the Offices of Solicitor (\$150,000 recurring per circuit). Any remaining funds will be used by the Circuit Solicitors for non-recurring IT Infrastructure needs. The systems will replace existing case management systems that are antiquated and lack interface and integration capabilities.

The Commission's long-term strategic plan is to establish a Prosecution Strategies Unit at the agency for the collection of statewide data from the 16 Circuit Solicitors, and for the Circuit Solicitors to also establish Prosecution Strategies Units in their individual offices to gather information from law enforcement, community partners, detention facilities, as well as their own offices that will be transferred to a central repository at the SCCPC managed by its Prosecution Strategies Unit. The information collected is needed by and will be shared with the Circuit Solicitors, the General Assembly, law enforcement, and entities such as the SC Domestic Violence Advisory Committee and the State Office of Victim Assistance. A key component of the Commission's plan is the acquisition and operation of web-based Prosecution Case Management Systems by the Circuit Solicitors, which is required for the establishment of their individual Prosecution Strategies Units and for which funding is being requested. In addition, the establishment of the SCCPC's central Prosecution Strategies Unit requires additional staff (3 new FTEs: an IT Manager II, Database Administrator I and Statistician II) and the development of a database (Prosecution Data Collection System), all of which funding is also requested for within in the SCCPC's FY 22 Budget Plan.

Circuit Solicitors will set up prosecution strategies units in their individual offices in order to gather information from law enforcement, community partners, detention facilities and their Case Management Systems. They will then transfer information collected in the web-based Case Management Systems to the SCCPC's Prosecution Strategies Unit through a database (the Prosecution Data Collection System for which funding is also requested) that will be the central repository for the information. The web-based Prosecution Case Management Systems will also be able to gather information that will be shared with other Solicitors on criminal activity, court status, bench warrant and failure to appear status, and Brady material concerning police officers.

The information the SCCPC's and Circuit Solicitors' Prosecution Strategy Units gathers will be used by the General Assembly in the form of various required or requested reports that are received and reviewed, to develop evidence-based decisions in budgeting, and in establishing accountability. For Law Enforcement, information will be available on criminals that have been arrested in other parts of the State and, prior to hiring, on police officers that have Brady material. The information will also assist other entities such as the State Office of Victim Assistance and the SC Domestic Violence Advisory Committee with gathering statistics on things like victimology and batterers' intervention programs.

Funding to enable acquisition of web-based Prosecution Case Management 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.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	14
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Agency Administrative & Legal Staff
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Provide a brief, descriptive title for this request.

AMOUNT	\$6,000
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What is the net change in requested appropriations for FY 2021-2022? 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 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 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 # SCCPC: Agency Administrative & Legal Staff	

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	<p>Strategy: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Strategy: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff.</p> <p>Accountability: Funding will be used to purchase a computer and equipment for two requested positions: a new Statistician (Statistician II) and Staff Attorney (Attorney III), for which recurring funds are also requested. These positions are needed to meet increased demands for services and to sustain and maintain existing services provided for the Offices of Solicitor, legislators, the Judicial Department, criminal justice partners, and interested non-governmental entities.</p>
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What specific strategy, as outlined in the most recent 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	<p>\$6,000 non-recurring funds will be used to purchase computers and equipment for 2 new FTE positions (\$3,000 each) at the SCCPC: 1) a Statistician to design, plan, collect and analyze data for, prepare and present statistical research, reports, findings, trends,</p>
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FUNDS

and graphic models; and 2) a Staff Attorney to assist with legal training, research, assistance, updates and materials.

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**

The SCCPC requests **\$6,000** (\$3,000 per FTE) to purchase a computer and equipment for a new a new Statistician (Statistician II) and Staff Attorney (Attorney III) (for which recurring funding is requested) to help sustain and maintain existing services provided by the agency.

A Statistician (\$65,000 Salary/\$26,000 Fringe/\$1,000 Operating) is needed to design, plan, collect and analyze data for, prepare and present statistical research, reports, findings, trends, and graphic models. The new statistician will assist with identifying prosecution data accessible by all solicitors currently, and develop data measures and reporting formats to be incorporated in prosecution case management systems acquired by solicitors in the future and in a central prosecution data collection database planned for development by the SCCPC. An additional Staff Attorney (\$70,000 Salary/\$28,000 Fringe/\$1,000 Operating) is needed to assist with legal trainings, research, assistance, updates and materials. \$6,000 in non-recurring funds are also being requested for a computer and equipment for the 2 new FTEs (\$3,000 per FTE).

Without the requested non-recurring and associated recurring funding for the 2 positions described, agency operations cannot be maximized, many initiatives will be hindered, and critical services cannot be accomplished accurately or efficiently.

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	15
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Office Renovation Furniture & Equipment
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Provide a brief, descriptive title for this request.

AMOUNT	\$29,000
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What is the net change in requested appropriations for FY 2021-2022? 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 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 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	<p>Strategy: Operate in an effective and efficient manner with available resources and seek funding for the additional staff and resources needed to accomplish the mission of the agency.</p> <p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Strategy: Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff.</p> <p>Strategy: Improve accessibility of legal training and assistance to prosecution staff statewide.</p> <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>
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What specific strategy, as outlined in the most recent 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>\$29,000 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 base69 cubicle and work space furnishings for new IT staff requested.</p>
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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

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.

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.

Requested funding will be used to purchase the following furniture and equipment:

- Training Furniture / Equipment = **\$23,000**
 - Moveable Nesting Tables (\$8,200)
 - Nesting Chairs (\$8,300)
 - White Boards (\$4,300)
 - Mounted Projector (\$2,200)
- Office Furniture = **\$6,000**
 - Cubicles (\$3,000)
 - Miscellaneous Workspace Seating and Furniture (\$3,000)

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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	16
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Intake & Review Programs
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Provide a brief, descriptive title for this request.

AMOUNT	\$127,000
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What is the net change in requested appropriations for FY 2021-2022? 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 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 checked="" type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding
<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # Circuit Solicitors: Intake & Review Programs	

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	<p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: The Circuit Solicitors will use the funding to purchase computers and equipment for prosecutors funded with funding provided for Circuit Intake and Review Programs in each of the 16 judicial circuits.</p>
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What specific strategy, as outlined in the most recent 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>\$127,000 non-recurring funding will be distributed to the Circuit Solicitors for computers and equipment for prosecutors funded to establish an intake and review program in each circuit. \$48,000 will be distributed pro-rata (\$3,000 per circuit) and the remaining \$79,000 will be distributed based on each county's average incoming caseload.</p>
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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?

<p>JUSTIFICATION OF REQUEST</p>	<p>The SCCPC requests \$127,000 (\$3,000 per FTE) in non-recurring funding for computers and equipment for prosecutors funded to establish an intake and review program in each circuit.</p> <p>Of non-recurring funds requested, \$48,000 will be distributed pro-rata (\$3,000 per circuit) to purchase computers and equipment for one funded prosecutors and \$79,000 will be distributed based on each county's average incoming caseload.</p> <p>The requested funding is based on \$3,000 for a computer and equipment for prosecutors funded for circuit intake and review programs (for which recurring funding is also requested).</p>
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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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	17
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Circuit Solicitors: Caseload Equalization & Prosecutor Retention
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Provide a brief, descriptive title for this request.

AMOUNT	\$254,000
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What is the net change in requested appropriations for FY 2021-2022? 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 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 checked="" type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding
<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # Circuit Solicitors: Caseload Equalization & Prosecutor Retention	

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	<p>Strategy: Support the programmatic and administrative operations of the Offices of Solicitor.</p> <p>Accountability: The Circuit Solicitors will use the funding to purchase computers and equipment for prosecutors funded with caseload equalization funding provided to reduce prosecutor caseloads and support the efficient disposition of cases in a manner that promotes justice.</p>
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What specific strategy, as outlined in the most recent 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>\$254,000 non-recurring funding will be distributed to the Circuit Solicitors for computers and equipment for prosecutors funded with caseload equalization funding. \$48,000 will be distributed pro-rata (\$3,000 per circuit) and the remaining \$206,000 will be distributed based on each county's average incoming caseload.</p>
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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

JUSTIFICATION OF REQUEST	<p>The SCCPC requests \$254,000 (\$3,000 per FTE) in non-recurring funding for computers and equipment for prosecutors funded with caseload equalization funding.</p> <p>Of non-recurring funds requested, \$48,000 will be distributed pro-rata (\$3,000 per circuit) to purchase computers and equipment for one funded prosecutors and \$206,000 will be distributed based on each county's average incoming caseload.</p> <p>The requested funding is based on \$3,000 for a computer and equipment for each of up to 84 additional prosecutors that could be funded with additional recurring caseload equalization and prosecutor retention funding being requested.</p>
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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:	Prosecution Coordination Commission		
Agency Code:	E210	Section:	60

FORM C – CAPITAL REQUEST

AGENCY PRIORITY	7
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCCPC: Office Renovation & Security
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Provide a brief, descriptive title for this request.

AMOUNT	\$194,000
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How much is requested for this project in FY 2021-2022? This amount should correspond to the total for all funding sources on the Executive Summary.

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>
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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.

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>
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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.)

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>
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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?

	<p>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-</p>
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SUMMARY

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.



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7. Proviso Requests

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Law Enforcement and Criminal Justice Subcommittee

FY 2021-22 Proviso Request Summary

FY 20-21 Proviso #	Renumbered FY 21-22 Proviso #	Proviso Title	Short Summary	FY of Proviso Introduction/ # of years in budget	Recommended Action	Proviso Language
-	60.tf (New)	PCC: Technology Funding Distribution	Proposed new proviso is contingent on funding and directs that from new technology funding allocated to the SCCPC for Fiscal Year 2021-22 for Intelligence Led Prosecution and Data Collection, the first \$600,000 must be utilized by the commission for the development, management, support and other expenses of a database for the collection of statewide prosecution data. The remaining \$9,600,000 shall be apportioned among the sixteen Offices of Solicitor in equal amounts per judicial circuit for the acquisition, development, management, support and other expenses of CJIS-compliant prosecution case management systems. Any unexpended funds from the prior fiscal year shall be carried forward into the current fiscal year and used for like purposes.	-	ADD	<u>60.tf. (PCC: Technology Funding Distribution) From the funds appropriated and authorized in this Act for Intelligence Led Prosecution & Data Collection Technology, the Commission on Prosecution Coordination shall utilize \$600,000 for the development, management, support and other expenses of a database for the collection of statewide prosecution data. The remaining \$9,600,000 shall be apportioned among the sixteen Offices of Solicitor in equal amounts per judicial circuit for the acquisition, development, management, support and other expenses of CJIS-compliant prosecution case management systems. Any unexpended funds from the prior fiscal year shall be carried forward into the current fiscal year and used for like purposes.</u>
60.4	60.4	PCC: Solicitor Carry Forward	Existing proviso provides that carry forward funds may be expended for the operation of the solicitor's office relating to operational expenses. AMENDMENT REQUEST: AMEND proviso to recognize that carry forward funds may be used for the operation of the Commission on Prosecution Coordination or the Offices of Solicitor. This is a technical amendment only and does not affect calculations or distributions.	Between FY 1990-91 & FY 1995-96 / 25-31 Years	AMEND	60.4. (PCC: Solicitor Carry Forward) Any unexpended balance on June thirtieth, of the prior fiscal year, may be carried forward into the current fiscal year and expended for the operation of the solicitor's office <u>Commission on Prosecution Coordination or the Offices of Solicitor</u> relating to operational expenses.
-	60.pt (New)	PCC: Pass Through Funding Budget Reduction Exemption	Proposed new proviso exempts pass through funding distributed by the Commission on Prosecution Coordination to and allocated for any entity other than the Offices of Solicitor from budget reduction calculations. \$400,000 in general fund recurring appropriations is included within the SCCPC's budget for direct pass-through distribution to a non-state entity that is not affiliated with either the SCCPC or the Offices of Solicitor. Therefore, the SCCPC requests that pass-through appropriations for this or any entity receiving state-funding in a similar manner be excluded from the agency's budget for purposes of calculating any budget reductions. The South Carolina Commission on Indigent Defense has a similar budget proviso, Proviso 61.8, regarding pass through funds for the Legal Services Corporation.	-	ADD	<u>60.pt. (Pass Through Funding Budget Reduction Exemption) The funds distributed by the Commission on Prosecution Coordination that are appropriated for the South Carolina Center for Fathers and Families or other community program, and not for the Offices of Solicitor, shall not be considered part of the commission's budget for purposes of calculating budget reductions.</u>

FY 20-21 Proviso #	Renumbered FY 21-22 Proviso #	Proviso Title	Short Summary	FY of Proviso Introduction/ # of years in budget	Recommended Action	Proviso Language
60.12	60.12	PCC: Summary Court Domestic Violence Fund Distribution	Existing proviso requires distribution of Summary Court Domestic Violence Prosecution funding based upon ten percent of the average incoming caseload for each county, as reported by the South Carolina Judicial Department for the prior 3 fiscal years. AMENDMENT REQUEST: AMEND proviso to correct the intended and actual formula for distribution from a fraction of the average incoming caseload (10%) to the entire average caseload (100%). The requested correction is consistent with the verbiage in Proviso 60.11 for the distribution of Caseload Equalization funding. This is a technical amendment only and does not affect calculations or distributions.	FY 2016-17 / 4 years	AMEND	60.12. (PCC: Summary Court Domestic Violence Fund Distribution) The Summary Court Domestic Violence Prosecution funding shall be distributed based upon ten percent of <u>on</u> the average incoming caseload for each county as reported by the South Carolina Judicial Department for the prior 3 fiscal years.
-	60.ir (New)	PCC: Intake & Review Funding	Proposed new proviso is contingent on funding and directs that funding allocated for Intake and Review Programs must be distributed as follows: \$3,302,000 shall be distributed with the first \$1,248,000 distributed at an amount of \$78,000 per circuit, and the remaining \$2,054,000 distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years. Additional non-recurring funds allocated for FY 22 must be distributed as follows: \$127,000 shall be distributed with the first \$48,000 distributed at an amount of \$3,000 per circuit, and the remaining \$79,000 distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years.	-	ADD	<u>60.ir. (Intake and Review Funding) The amount appropriated in this Act and authorized for Intake and Review Programs will have the first \$1,248,000 distributed at an amount of \$78,000 per circuit. \$2,054,000 shall be distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years. Additional amounts appropriated in the current fiscal year shall be distributed with the first \$48,000 distributed at an amount of \$3,000 per circuit and remaining funds based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years.</u>
60.11	60.11	PCC: Caseload Equalization & Prosecutor Retention Funding	Existing proviso requires distribution of Caseload Equalization funding as follows: \$3,450,000 distributed at an amount of \$75,000 per county, and the remaining \$4,376,872 distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years. AMENDMENT REQUEST: AMEND proviso to increase the amounts referenced based on new funding requested and allocated in FY 22 for Caseload Equalization and Prosecutor Retention. The distributions under the existing proviso will remain intact. For additional new recurring funding of \$6,604,000 the first \$1,248,000 shall be distributed at an amount of \$78,000 per circuit. The remaining \$5,356,000 shall be distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years. Additional non-recurring funding allocated for FY 22 (\$254,000) shall be distributed with the first \$48,000 distributed at an amount of \$3,000 per circuit and the remaining \$206,000 distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years. Based on an allocation of both existing funding and the additional requested recurring and non-recurring funding, the adjusted total recurring appropriation for FY 22 (\$14,684,872) will be distributed such that \$3,450,000 will be distributed at an amount of \$75,000 per <u>county</u> , \$1,296,000 shall be distributed at an amount of \$81,000 per <u>circuit</u> and the remaining \$9,938,872 shall be distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years.	FY 2016-17 / 4 years	AMEND	60.11. (PCC: Caseload Equalization Funding) The amount appropriated in this Act and authorized for Caseload Equalization will have the first \$3,450,000 distributed at an amount of \$75,000 per county <u>and the next \$1,296,000 distributed at an amount of \$81,000 per circuit</u> . The remaining \$4,376,872 <u>\$9,938,872</u> shall be distributed based upon the average incoming caseload for each county as reported by the Judicial Department for the prior three fiscal years.



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8. FY 20 and FY 21 (Year-to-Date) Training Schedules

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SOUTH CAROLINA COMMISSION ON PROSECUTION COORDINATION (SCCPC) FY 2019-2020 Training Schedule July 1, 2019 – June 30, 2020			
Date (Location)	Training	Credit Hours / Accrediting Agency / Course Number	# of Attendees
July 19, 2019 (Columbia)	“Family Court Prosecution Workshop”	3.88 CLE (#196748)	67
August 29, 2019 (Florence)	“FOIA Law and Issues for Prosecutors and Law Enforcement”	2.75 CLE (#197894)	15
August 29, 2019 (Florence)	“Prosecuting the Impaired Driver: Preparing for the Trial of a DUI Case”	5.5 CLE (#197895)	14
September 16, 2019 (Columbia)	“Prosecuting the Impaired Driver: Preparing for the Trial of a DUI Case”	5.75 CLE (#197905) 5.75 SCCJA (#5593)	72
September 16-17, 2019 (Columbia)	“2019 Magistrates Advisory Council Intensive Training Seminar” *	11.75 JCLE (#198087)	85
September 22-25, 2019 (N. Myrtle Beach)	“2016 South Carolina Solicitors’ Association Annual Conference” **	14.0 CLE (#198346) 14.5 SCCJA (#5590) 13.75 CVST (#817)	770
December 6, 2019 (Columbia)	“Core Training for Victim Advocates on Crime Victims’ Rights, Compensation, Criminal Justice System, and Specialized Training”	6.5 CVST (#253)	17
January 17, 2020 (Columbia)	“Ethics for Government Attorneys”	3.0 CLE (#202683)	41
January 17, 2020 (Columbia)	“FOIA Law and Issues for Prosecutors and Law Enforcement”	2.75 CLE (#202677)	55
February 21, 2020 (Columbia)	“Competency to Stand Trial”	2.50 CLE (#203541)	23
May 29, 2020 (via Zoom™ webinar)	“Core Training for Victim Advocates on Ethics, MDC & Specialized Part 1-A”	3.50 CVST (#222)	32
June 5, 2020 (via Zoom™ webinar)	“Core Training for Victim Advocates on Ethics, MDC & Specialized Part 1-B”	3.75 CVST (#222)	27
June 19, 2020 (via Zoom™ webinar)	“Crisis Communications for Solicitors’ Offices: Media Relations During and After the Pandemic”	1.5 CLE (#206773ADO)	63
June 25, 2020 (via Zoom™ webinar)	“A Crime Victim’s Right to Restitution: Rights, Process, Issues, and Reality”	2.08 CLE (#206774ADO) 2.0 CVST (#325)	118
June 26, 2020 (via Zoom™ webinar)	“Sexual Assault Prosecution Basics”	4.5 CLE (#206776ADO)	82
TOTALS			
Number of Trainings: 15			
Total Participants: 1,481			
Credit Hours: CLE: 48.21 JCLE: 11.75 CVST: 27.5 SCCJA: 20.25			
<i>*The SCCPC co-sponsored (and coordinated the planning and creation of materials for) the two criminal law days of the Magistrate Advisory Council Intensive Training Seminar conducted by the South Carolina Judicial Department.</i>			
<i>** The annual Solicitors’ Conference is conducted by the Solicitors’ Association of South Carolina, Inc. (SCSA), but the SCCPC provides support for the Association in advance of the Conference and manages the training component of the Conference on-site, is financially responsible for the training, creating and assembling conference materials, speaker selection, and managing program registration.</i>			

SOUTH CAROLINA COMMISSION ON PROSECUTION COORDINATION (SCCPC) FY 2020-2021 Year-to-Date Training Schedule (July 1, 2020 - January 26, 2021)			
Date (Location)	Training <i>(titles of trainings may be shortened to fit in the space)</i>	Total Number of Hours Offered by Accrediting Agency <i>(Course Number)</i>	# of Attendees
July 9, 2020	"Crime Victims' Compensation"	1.5 CVST (#326)	58
July 10, 2020	"FOIA Law and Issues for Prosecutors and Law Enforcement"	3.25 CLE (#207115ADO) 3.25 CJA (#6142)	117
July 17, 2020	"Obtaining Evidence Part 1: Options and Limitations"	3.0 CLE (#207114ADO) 3.0 CJA (#6146)	108
July 23, 2020	"Empowering Equal Access"	2.0 CLE (#207395ADO) 2.0 CVST (#327)	59
July 23, 2020	"Prosecuting the Impaired Driver: Updating Your Toolkit"	5.75 CLE (#207480ADO) CJA (#6159)	94
July 24, 2020	"Resiliency"	1.25 CLE (#207113ADO)	99
August 14, 2020	"The Prosecution's Obligation to Disclose: Law, Practice & Procedure"	3.0 (1.0 MH/SA) CLE (#208112ADO) 3.0 CJA (#6160)	69
August 20, 2020	"Prosecuting the Impaired Driver: On the Road and in the Courtroom Part I"	2.0 CLE (#208208ADO) CJA (#6176)	72
August 21, 2020	"Family Court Workshop"	2.18 CLE (#208209ADO)	27
August 27, 2020	"Prosecuting the Impaired Driver: On the Road and in the Courtroom Part II"	3.5 CLE (#208417ADO) CJA (#6177)	75
August 27, 2020	"Resiliency"	1.18 CVST (#345) 1.18 CJA (#6167)	56
September 7, 2020	"Victim Advocates Training - Drug and DUI Cases"	2.23 CVST (#421)	45
September 20-23, 2020	"2020 Annual Conference"* <i>(each day of the Conference was treated by SCOSC Commission on CLE and Specialization as separate CLE programs)</i>	Day 1: 2.0 (CLE #208682ADO)	313
		Day 2: 5.75, including 2.0 ethics (CLE #208683ADO)	339
		Day 3: 4.25, including 1.0 MA/SA (CLE #208684ADO)	337
		Day 4: 4.0 (CLE #208685ADO) 16.0 CJA (#6175)	339
September 25, 2020	"Legal Update for Investigators"	2.0 CJA (#6183)	15
October 15, 2020	"Expungement Law Review"	1.5 CLE (#209413ADO) 1.5 CJA (#6202)	47
October 22, 2020	"Expungement Discussion Roundtable"	n/a	20

SOUTH CAROLINA COMMISSION ON PROSECUTION COORDINATION (SCCPC) FY 2020-2021 Year-to-Date Training Schedule (July 1, 2020 - January 26, 2021)			
Date (Location)	Training <i>(titles of trainings may be shortened to fit in the space)</i>	Total Number of Hours Offered by Accrediting Agency <i>(Course Number)</i>	# of Attendees
October 22, 2020	"Prosecution and Victim Compensation: Victim Impact Statements & Restitution"	2.5 CVST (#522) 2.5 CLE (#209158ADO)	58
October 23, 2020	"DNA: Science, Foundation, and Admission"	5.75 CLE (#209071ADO) 5.75 CJA (#6185)	48
November 6, 2020	"Collateral Consequences of Criminal Convictions"	6.25 CLE (#900124ADO)	154
November 19, 2020	"What Victim Advocates Need to Know about Violent Crimes"	2.43 CVST (#556)	37
November 20, 2020	"Obtaining Evidence: Options and Limitations Part 2"	2.25 CLE (#900428ADO) 2.25 CJA (#6224)	21
December 3, 2020	"Core Training for Victim Advocates Part IIA"	4.5 CVST (#253)	21
December 4, 2020	"Legal Update: Case Law and Legislation"	3.5 CLE (#900837ADO)	43
December 11, 2020	"Core Training for Victim Advocates Part IIB"	5.5 CVST (#253)	17
December 14, 2020	"Solicitor 101" (Newly Elected Solicitor Orientation)	n/a	8
January 7, 2021	"Expungement Discussion Roundtable"	n/a	28
Year-to-Date (7/1/2020-1/26/2021)			
Number of Trainings: 26			
Total Participants: 2,684			
<i>* The annual Solicitors' Conference is conducted by the Solicitors' Association of South Carolina, Inc. (SCSA), but the SCCPC provides support for the Association in advance of the Conference and manages the training component of the Conference on-site, is financially responsible for the training, creating and assembling conference materials, speaker selection, and managing program registration.</i>			



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9. Circuit Solicitor Diversion Programs

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South Carolina
Circuit Solicitor
Diversion Programs

2020-2021
QUICK
GUIDE



DIVERSION PROGRAM	COUNTIES/CIRCUITS WHERE PROGRAM IS AVAILABLE
Alcohol Education Program	All Circuits & Counties
Juvenile Arbitration Program	All Circuits & Counties
Pretrial Intervention Program	All Circuits & Counties
Traffic Education Program	All Circuits & Counties
Worthless Check Program	All Circuits & Counties
Domestic Violence Intervention Program	York County, 4th Circuit, 7th Circuit
Drug Court (Adult)	Dorchester County, Beaufort County, York County, 2nd Circuit, 3th Circuit, 4th Circuit, 5th Circuit, 6th Circuit, 7th Circuit, 8th Circuit, 9th Circuit, 10th Circuit, 11th Circuit, 12th Circuit, 13th Circuit, 15th Circuit
Drug Court (Juvenile)	Calhoun County, Orangeburg County, York County, 6th Circuit, 9th Circuit, 12th Circuit, 13th Circuit
Solicitor's Drug Intervention Program	7th Circuit
DUI Court	Richland County, 12th Circuit
Homeless Court	Richland County, Florence County
Juvenile Diversion	9th Circuit, 10th Circuit, 12th Circuit
Juvenile Pretrial Intervention	Spartanburg County, 4th Circuit, 5th Circuit, 8th Circuit, 9th Circuit, 12th Circuit, 13th Circuit, 14th Circuit, 15th Circuit, 16th Circuit
Mental Health Court	Richland County, Greenville County, Beaufort County, Horry County, York County, 9th Circuit
New Start Substance Abuse Intervention Program	13th Circuit
Truancy Intervention Program	York County, 10th Circuit
Veterans Court	Beaufort County, York County, 5th Circuit, 6th Circuit, 7th Circuit, 8th Circuit, 9th Circuit, 13th Circuit

This Quick Guide contains information on South Carolina diversion programs offered by the Offices of Circuit Solicitor. Some of the programs listed may operate as treatment programs, which result in convictions but minimize or satisfy sentences, instead or in addition to operation as a diversion program. The Solicitor's diversion programs are offered to defendants as alternatives to traditional criminal prosecution and, upon successful completion, charges are dismissed and may be eligible for expungement. Persons may participate in each diversion program once. Persons may not participate in the same program more than once. Program eligibility is subject to solicitor discretion.

CIRCUIT	CIRCUIT DIRECTOR OF DIVERSION PROGRAMS	CONTACT INFORMATION
1 st	Jenny Russ	843-871-2640 · jruss@scsolicitor1.org
2 nd	Felicia Lewis	803-642-1557 · flewis@aikencountysc.gov
3 rd	Carol Gailliard	803-436-2193 · cgailliard@sumtercountysc.org
4 th	Jessica Hammonds	843-623-3265 · jessicam@solicitor4.com
5 th	William Bilton	803-576-1862 · bilton.william@richlandcountysc.gov
6 th	Terrie Frost	803-377-1141 · terrie.frost@scsolicitor6.org
7 th	Cindy Cassady	864-596-2419 · ccassady@spartanburgcounty.org
8 th	Jami Steifle	864-942-8800 · jsteifle@greenwoodsc.gov
9 th	Thomas Falconer	843-958-1930 · falconert@scsolicitor9.org
10 th	Kristen Sullivan	864-716-3689 · kristen.sullivan@solicitor10.org
11 th	Brooke Velazquez	803-785-8569 · bvelazquez@lex-co.com
12 th	Jack Greenan	843-665-3091 · jgreenan@florenceco.com
13 th	Judy Steadman	864-467-8717 · jsteadman@greenvillecounty.org
14 th	Shannon Horton	843-779-8893 · shorton@scsolicitor14.org
15 th	Tiffany Lee	843-915-5365 · leetif@horrycounty.org
16 th	Mike Jackson	803-628-3028 · Michael.Jackson@yorkcountygov.com

OVERVIEW OF PROGRAM REQUIREMENTS: PTI, TEP, AEP

PRETRIAL INTERVENTION PROGRAM (PTI)

- Any person 18 years or older.
- No significant criminal history.
- Application fee \$100; Participation fee \$250; additional costs as required.
- Other requirements may include educational classes, community service, counseling, drug screens, and restitution.
- Charges eligible for expungement upon successful completion.
- *For Juvenile PTI information and fees, contact a Circuit Director of Diversion Programs.*

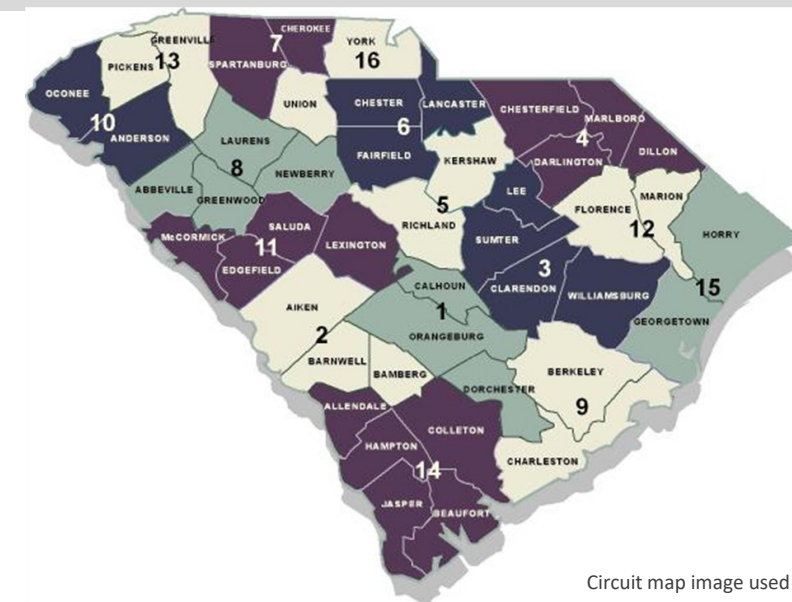
TRAFFIC EDUCATION PROGRAM (TEP)

- Any person charged with traffic violation 4 points or less (CDL not eligible).
- Application fee \$140; Participation fee \$140; additional costs as required.
- Defensive driving class (additional cost).
- Community service work.

ALCOHOL EDUCATION PROGRAM (AEP)

- Alcohol-related offenses only.
- Any person between 17 and 20 years of age.
- \$250 enrollment fee; additional costs as required.
- *Alive at 25* course (additional cost).
- Drug and alcohol counseling (additional cost).
- Community service work.
- Charges eligible for expungement upon successful completion.

Not all crimes are eligible for PTI, TEP, and AEP. The statutes governing each program should be reviewed for eligibility requirements and restrictions. Persons with a significant criminal history are not eligible for PTI or AEP. A prior alcohol-related offense history renders a person ineligible for AEP, and a significant history of traffic offenses renders a person ineligible for TEP.



Circuit map image used with permission.