AGENCY NAME:	Commission on Indigent Defense		
AGENCY CODE:	E230	SECTION:	61

Fiscal Year 2015-16 Accountability Report

SUBMISSION FORM

The Commission and the Office of Indigent Defense were established by Act 164 of 1993, effective July 1, 1993. The Office operates pursuant to §17-3-310, et seq. of the South Carolina Code of Laws, 1976, as amended. Effective July 1, 2005, the Office of Appellate Defense became a division within the agency.

The Commission on Indigent Defense, through the Office of Indigent Defense and its divisions, and in cooperation and consultation with other state agencies, professional associations and other groups interested in the administration of criminal justice and the improvement and expansion of defender services, establishes and monitors programs and services for legal representation to indigent defendants charged with criminal offenses in the courts of the state. The agency also oversees the payment to court appointed attorneys for certain legal services performed on behalf of indigent clients in the Family Courts of the state.

AGENCY MISSION

The Appellate Defense division of SCCID handles appeals on behalf of indigent clients and consists of a staff of eight attorneys.

The Capital Trials division within SCCID handles capital cases, statewide, frequently partnering with outside counsel appointed by the court.

The Office of Indigent Defense establishes criteria for determining indigency and qualifications for services, establishes guidelines for court-appointed attorneys in representing indigent clients, and administers distribution of funding for indigent defense. Additionally, the office establishes and supervises training programs for public defenders and staff across the State, and oversees a central reporting system of statistical data in the delivery of indigent defense services.

The SC Commission on Indigent Defense (SCCID) is responsible for ensuring that all individuals are provided indigent defense services in South Carolina and provide the highest quality of representation to our clients.

AGENCY VISION

The SCCID sets and enforces standards, to ensure consistency across South Carolina, and to maintain accountability of those persons entrusted with the life and liberty of poor persons charged with crimes.

A-1

AGENCY NAME:	Commission on Indigent Defense			
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Please state yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

RESTRUCTURING	
RECOMMENDATIONS:	None

Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Rodney P. Grizzle	734-1168	rgrizzle@SCCID.sc.gov
SECONDARY CONTACT:	Donna Bridges	734-1451	dbridges@SCCID.sc.gov

I have reviewed and approved the enclosed FY 2015-16 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	Paum Trans	9/7/2016
(TYPE/PRINT NAME):	Patton Adams	

BOARD/CMSN CHAIR (SIGN AND DATE):	Har	Turs	Pest	9/8	12016
(TYPE/PRINT NAME):	Harry Dest				

AGENCY NAME:	Commission on Indigent Defense		
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AGENCY'S DISCUSSION AND ANALYSIS

The South Carolina Commission on Indigent Defense continued to strengthen and fulfill the mission of our statewide public defender system which was created in 2007. Circuit Public Defenders actively participated in all phases of the legislative budget process and with legislation affecting the state's criminal justice system by attending sub-committee and committee hearings throughout the legislative session, usually with 90%-100% attendance. The agency was successful in legislative appropriation of approximately \$8.3 million new recurring dollars for FY16-17, of which \$6.2 million will go to hiring additional public defenders and support personnel statewide. This is expected to yield approximately 83 - 85 new personnel which in turn will greatly assist in a reduction of individual caseloads which have historically been excessive. In addition, \$2.1 million will go to stabilize the agency's contract system with private counsel.

The agency continued quarterly meetings with the Circuit Public Defenders and maintained open communication lines with all, and in fulfillment of one of its missions the agency created a new position of Deputy General Counsel and Training Director thus placing even greater emphasis on its training mission. In doing so SCCID successfully conducted its 2nd annual training series for new public defenders entering the system from throughout the state, consisting of a 3-part series focused on trial advocacy resulting in approximately 50 hours of intense training. With a training director on board the agency has been able to identify and plan for many additional topical seminars and coupled with technological upgrades has initiated plans for closed circuit statewide seminars through distance learning which is a more cost effective way for conducting training in many instances. The agency was able to accomplish this through several years of careful planning and internally earmarking certain agency funds over several years for training purposes, and is now on a solid footing to fulfill this part of the mission.

The agency entered its fourth year of contracting with private attorneys to handle criminal conflicts cases and Family Court and PCR cases, which are awarded on a one-year basis to attorneys throughout the state. This program, which effectively supplants the Rule 608 court-administered program, continues to be highly successful and efficient in moving cases, and continues to receive universal approval from judges, participating attorneys, prosecutors and agencies that are involved. Only the most qualified attorneys are selected for contracts which are awarded by a committee consisting of representatives of the agency, the SC Bar, the Commission and the Circuit Public Defenders. The result of the contract system has been to eliminate calendar conflicts, move dockets faster, and reduce the number of potential appeals. The agency continued its partnership with the USC Law School's Children's Law Center which monitors the contract program's effectiveness for service performance and delivery and co-hosted with SCCID seminars on Family Law issues for contract attorneys and public defenders handling juvenile criminal cases. SCCID fully participates in the Bar's Bench and Bar Committee for Family Law and has a well-established cooperative relationship with all interests which are represented on the committee.

Our technology continues to be a model in the nation, and we completed a major upgrade of our system to establish a new case management system for our Appellate Division and to digitize the division's files. This freed up many square feet of floor space which had been taken up by paper files, resulting in more efficient use of much-needed space by agency personnel. (This has also freed up space at GSA Archives). The new technology upgrades for the Appellate Division now allow us to capture important data on appellate cases, which continue to run high. Additionally, further upgrades were made in our

AGENCY NAME:	Commission on Indigent Defense		
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technology to streamline processes for entering data throughout the statewide system, meet state requirements for all security issues, and as stated above to provide for broadcast of seminars statewide for distance learning. Because of our excellent technology our decision-making process is almost entirely evidence based and transparent. This helps immensely in forming a factual basis for standardizing policies and procedures among circuit defender operations throughout the state.

The agency continued to monitor and review its policies and guidelines and their application by service providers, including private investigators, private contract attorneys and investigators employed by public defender operations. We have frequently appeared in open court or judge's chambers or telephone conferences with judges and counsel to challenge requests for attorney fee/expert witness fees that exceed caps, policies and guidelines, or to establish an agreement as to caps on fees and experts in many cases. This has resulted in tremendous savings to the state, and continues to drastically reduce the amount of "gaming of the system" which was so prevalent in the past. While it has taken many years to reach this point, nearly all participants in the system now recognize that the agency does carefully monitor and audit voucher requests for payment of fees and costs and does not hesitate to challenge them when out of line. In doing so we can better project strategically what our costs will be for appointed counsel services and expert witnesses. Ever since the contract system was put in place four years ago our administrative staff has had more time to monitor vouchers and attorney performance, and has reduced the time spent on voucher processing. This has allowed us to reduce the number of administrative staff processing vouchers and refocus positions to other agency needs.

During the year we have made further progress on interfacing our technology with that of Court Administration, and have entered into further discussions with Court Administration over the many technicalities involved. This long term goal continues to advance. We achieved a major goal in establishing a sustainable public defender professional development and training program; we have continued to constantly monitor the receipt of fees and fines and have identified areas which need clarification and inquiry; we have urged Circuit Defenders to use new resources to provide full representation in Magistrate Courts, and that has happened. We have also worked very diligently to have municipalities with optional courts to provide resources for indigent representation, and in a growing number of municipalities the municipality and the circuit public defender have entered into contracts to do so. This arrangement began in this fiscal year and was overwhelmingly approved by the legislature for the ensuing fiscal year. This also fulfills a long term goal of the Commission and the agency, and is a significant achievement in both providing access to justice at the municipal level and having the funding source for it as well.

The agency provided staff assistance to public defender members on a variety of issues affecting criminal justice, including legislative issues and issues generated by appellate court rulings. Some of these included law enforcement body camera, docket management, and sentencing reform legislation, supervising the determination of juvenile cases affected by the Byers ruling dealing with resentencing of juveniles sentenced to life without parole and organizing a seminar on mitigation assistance in resentence hearings in those cases; continued research and study of the issue of indigence determination on a state and national level, and continued distribution of its popular booklet on juvenile collateral consequences, including presentations to civic, religious and youth groups. The agency entered into a grant arrangement with the US Department of Justice, Department of Juvenile Justice for updates to the booklet and an additional issue designed to appeal more directly to young juveniles, to be distributed statewide and to present as a model to the rest of the country in emphasizing the importance of collateral consequences of bad behavior. The agency has continued its emphasis on the need for indigent

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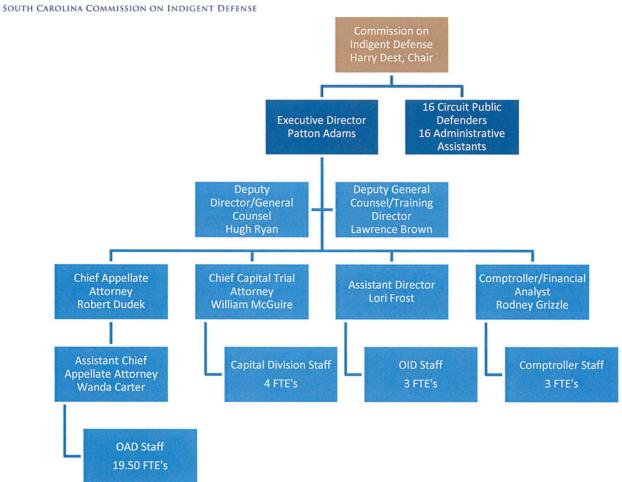
representation in Magistrate Courts and was successful in achieving legislative approval of continuing the requirement for municipalities to provide for indigent representation in all optional municipal courts. Throughout the year the agency worked closely with representatives of DSS, the USC Law School Children's Law Center, and the SC Bar Bench and Bar committee on numerous issues affecting representation of indigent juveniles and related matters.

The agency continued support and program planning and implementation with the SC Public Defender Association and the SC Public Defender Investigator Association for their respective annual training conferences; co-sponsoring with the USC School of Law's Children's Law Center seminars on juvenile issues for both public defenders and private bar contract attorneys; continuation of the highly successful Public Defender Summer Rural Extern Program in partnership with the Charleston School of Law; continuation of its arrangement with the Nelson Mullins law firm to provide at no cost fifteen (15) appellate attorneys to assist the agency's appellate division in brief writing and oral arguments before the state's appellate courts to help alleviate the crushing caseload that our appellate division must handle; continued co-sponsorship of the SC Court of Appeals Appellate Lawyer Project involving selective private attorneys participating pro bono in indigent appeals who assist our appellate attorneys in brief writing and oral arguments; co-sponsored with the National Legal Aid and Defender Association a national public defender leadership conference which was attended by most of our circuit public defenders, and which drew widely from throughout the country, including Guam; and we completed implementation of technology upgrades in our system-wide public defender case management and data collection, and implementation of a case management system for our appellate division.

In early March, 2016, our esteemed Assistant Director Lisa Campbell, a 22 year veteran of the agency, was diagnosed with terminal cancer and immediately retired (She passed away on June 6, 2016). This left a big void in the handling of agency administrative matters and in the interim several staff assumed her responsibilities. The Deputy Director and I initiated contact with the state's Human Resources department for some guidance, particularly in refocusing some of the functions of the position, and worked with HR throughout the spring and early summer on this. (They were tremendous to work with, and guided us carefully through the process). As a result the position was redefined and the financial component of it was taken out and a new agency position, that of Comptroller and Financial Analyst, was created. This provides the agency with an uninterrupted focus on its finances and their sources which can be very complex to understand and follow, and allows us to pursue financial audits and analyses to an accurate conclusion with appropriate follow-up. The assistant director position will focus entirely on administrative and personnel matters and supervise voucher processing and payment. All of this will result in a much smoother and more cost effective operation of the agency with increased accountability. In addition there is continued publishing of weekly (every Monday) financial reports with year to date and supporting information 1 and side-by-side comparisons over a 4 year history; continued adjustments in agency operational priorities as necessary and close monitoring of fees and fines revenue designated for agency receipt. Additionally, we monitor and audit voucher payment requests and attorney requests for court-authorized fees and costs for compliance with state law and agency policies and challenge payment requests when appropriate. We work closely with the legislature and its sub-committees and committees in annual budgetary funding, assist circuit defenders in seeking additional funding, identify additional sources of funding such as municipal court financial participation and availability of federal grants, and use our technology to provide evidence based data in all financial and funding matters.

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Fiscal Year 2016-17
Accountability Report

Agency Name: South Carolina Commission on Indigent Defense

Agency Code: E230 Section: 61

Strategic Planning Template

		Strategic Planning T	emplati
Туре	<u>Item #</u> Goal Strat Object	Associated Enterprise Objective Description	
G	1	Government and Citizens Ensure the Effective Legal Representation of South Carolina Citizens eligible for Indigent Defense Services	
S	1.1	Enhance the Circuit Public Defender System	
0	1.1.1	Provide effective administration for the Circuit Public Defender offices and for the appointment of counsel for all qualified indigent defendants in SC trial & Family Court	courts
0	1.1.2	Increase the number of Public Defenders in each Circuit to Reduce the number of cases handled by each Public Defender to ensure efficient Representati indigent defendants in all SC trial courts	on of
0	1.1.3	Increase the number of Investigators in each Circuit	
0	1.1.4	Monitor the Rule 608 Contract System to provide effective representation for parents and other parties in family court matters and to control fees and expenses	
0	1.1.5	Begin Analysis of Interface of the Circuit Public Defender Offices into the Judicial Department's Case Management System (CMS)	
S	1.2	Maintain the Appellate Defense System	
0	1.2.1	Provide effective administration for the Appellate Defense System for all indigent defendants in the SC trial courts	
0	1.2.2	Ensure judicious submission of Direct Appeal or Post Conviction Relief Briefs within the time limits established by the SC Supreme Court	
S	1.3	Ensure Quality Representation in Capital Death Cases	
0	1.3.1	Provide effective administration for the Capital Defense System for all indigent defendants in the SC trial courts	
0	1.3.2	Require all Capital Trial Division Attorney's be certified South Carolina Supreme Court Death Penalty Qualified	
G	2	Education, Training, and Human Development Enhance Training and Professional Development of South Carolina Public Defenders and Staff	
S	2.1	Provide mandatory training program for all newly hired Public Defenders	11
0	2.1.1	Increase accessibility to PD101, PD 102 and PD 103 Training Classes.	
0	2.1.2	Conduct Topic Specific Training to all Pubic Defenders	
0	2.1.3	Implement online training for all Public Defenders in the Indigent Defense System	
S	2.2	Enhance Mentoring Programs in Circuit Public Defender Offices	
0	2.2.1	Expand Mentoring programs to all 16 Public Defender Circuits	
0	2.2.2	Provide Mentoring opportunities to newly hired PD in Family and Summary Courts	
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Agency Name: South Carolina Commission on Indigent Defense

Agency Code: E230 Section: 061

Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
1	Increase the number of Full-Time Public Defenders in all 16 Judicial Circuits	0.00	236.50	291.50	July 1- June 30	SCCID Annual Agency Report	Addition of new Public Defenders increase the total number of PD's working cases in each Judicial Circuit.	1.1.2
2	Decrease the number of cases handled by each individual Public Defender	0	464	376	July 1- June 30	SCCID Annual Agency Report	The addition of Public Defenders will decease individual PD's case load.	1.1.2
3	Increase attendance in the Public Defender Training Sessions; PD 101, PD 102 and PD 103	0	79	165	July 1- June 30	SCCID Annual Agency Report	Number of Newly hired Public Defenders attending each training session provided.	2.1.1
4	Increase the number of Continuing Education Hours provided to PD's (CLE)	0	48.5	60	July 1- June 30	SCCID Annual Agency Report	Number of Continuing Law Education (CLE) hours from attending each training session provided.	2.1.1, 2.1.2
5	Increase number of Judicial Circuits the have mentoring programs for new PD's in the Family and Summary Courts	0	2	16	July 1- June 30	SCCID Annual Agency Report	Number of new mentoring programs for each Judicial Circuit.	2.2.1, 2.2.2

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Program Template

Agency Name:	South Carolina Comm	nission on Indigent Defense	
Agency Code:	E230	Section:	061

		Ē	Y 2015-16 E	xpendit	ıres (Actual)			FY 2	016-17 Expendi	tures (Projected	<i>)</i>)	ACCOUNT AND
Program/Title	Purpose	General	Other		Federal	TOTAL	General		Other	Federal		TOTAL Associated Objective(
. Administration	Establishes and monitors programs and services for the delivery of legal representation to indigent defendants in State courts	\$ 7,561,740 \$	4,922,3	300 \$	35,720 \$	12,519,760 \$	9,599,992	\$	8,433,588		\$	18,033,580 1.1.1, 1.1.4, 1.2.1, 1.3.1
II. Division of Appellate Defense	Represents indigents in the majority of criminal appeals, including death penalty appeals before the SC Court of Appels and the SC Supreme Court	\$ 763,634 \$	243,9	915 \$	- \$	1,007,549 \$	750,034	\$	735,232		\$	1,485,266 1.2.2
III. Office of Circuit Public Defenders	Provides a consistent and fair statewide public defender system with standards and accountability for the delivery of legal representation to indigent defendants in State courts	\$ 11,095,184 \$	3,640,5	580 \$	- \$	14,735,764 \$	17,355,404	\$	4,173,052		\$	21,528,456 1.1.2, 1.1.3
IV. Death Penalty Trial Division	Provides cost effective representation and resources for capital trials statewide	\$ 2,400 \$	385,5	560 \$	0 \$	387,960		\$	411,200		\$	411,200 1.3.1, 1.3.2
V. State Employer Contributions	Employer contributions for agency employees	\$ 1,991,677 \$	114,4	140 \$	10,046 \$	2,116,163 \$	1,988,280	\$	168,800		\$	2,157,080 N/A
VI. Non-Recurring Appropriations					\$	- \$	100,000	\$	137,000		\$	237,000
de le contra de la contra del contra de la contra del la contra del la contra del la contra de la contra del la contra de la contra del la					\$	-					\$	-
Tota	l				\$	30,767,197					\$	43,615,582
					\$	-					\$	-

Fiscal	Year	2015-16	
Account	abilit	ty Report	

South Carolina Commission on Indigent Defense Agency Name: 061 Agency Code: E230 Section:

				i la	Legal Standards Template
Item#	Law Number	Jurisdiction	Type of Law	Statuary Requirement and/or Authority Granted	Associated Program(s)
1	US Constitution 6th	Federal	Statute	Guarantees a citizen the right to a speedy and public trial, an impartial jury, to	
1	Amendment	reuerai	Statute	be informed of the nature and cause of the accusation, to confront witnesses	
2	US Constitution	Federal	Statute	Requires the state to provide equal protection and due process under the law.	
2	14th Amendment	reuerai	Statute		
3	16-3-26	State	Statute	Death Penalty Statute	
4	17-3-5 et seq.	State	Statute	Defense of Indigents	
5	17-27-10, et seq	State	Statute	Post Conviction Relief	
6	63-7-1620	State	Statute	Legal representation in child abuse and neglect cases	
7	44-48-10, et seq.	State	Statute	Sexually Violent Predator Act	
0	2015-2016 SC Appropriations Act, Parts 1A &	State	Proviso		
8	1B, Section 61	State	1 100130	Budgetary Expenditure and Proviso Authority	
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Fiscal Year 2015-16	j
Accountability Report	C

Agency Name:	South	Carolina Commission on In	digent Defense	
Agency Code:	E230	Section:	61	

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Professional Organization: Name; (4) Professional Organization: Name; (5) Professional Organization: Name; (6) Professional Organization: Name; (6) Professional Organization: Name; (6) Professional Organization: Name; (6) Professional Organization: Name; (7) Professional Organization: Name; (7) Professional Organization: Name; (8) Professional Organiz
Administration	Establishes and monitors programs and services for the delivery of legal representation to indigent defendants in State courts	Manages the Financial, Budgeting, Information Technology and Human Resources duties for the agency's division to include all reporting requirements by all the central service agencies, Executive and Legislature Branches of State Government.	Executive Branch/State Agencies	
Division of Appellate Defense	Represents indigents in the majority of criminal appeals, including death penalty appeals before the SC Court of Appels and the SC Supreme Court	The Division of Appellate Defense represents defendants in criminal appeals to the Court of Appeals and the South Carolina Supreme Court.	General Public	Those citizens of South Carolina that have been charged with a crime and their indigency status has been approved, so legal representation has been provided.
Division of Appellate Defense	Represents indigents in the majority of criminal appeals, including death penalty appeals before the SC Court of Appels and the SC Supreme Court	The Division of Appellate Defense represents defendants in criminal appeals to the Court of Appeals and the South Carolina Supreme Court.	Judicial Branch	
Office of Circuit Public Defenders	Provides a consistent and fair statewide public defender system with standards and accountability for the delivery of legal representation to indigent defendants in State courts	The Office of Circuit Public Defenders provide legal representation to indigent defendants charged with criminal offenses in the South Carolina Court system.	General Public	Those citizens of South Carolina that have been charged with a crime and their indigency status has been approved, so legal representation has been provided.
Office of Circuit Public Defenders	Provides a consistent and fair statewide public defender system with standards and accountability for the delivery of legal representation to indigent defendants in State courts	The Office of Circuit Public Defenders provide legal representation to indigent defendants charged with criminal offenses in the South Carolina Court system.	Judicial Branch	
Death Penalty Trial Division	The Death Penalty Trial Division represents indigent defendants in death-penalty trials as well as consulting services and defense training to other lawyers representing clients in capital trials.	The Death Penalty Trial Division represents indigent defendants in death-penalty trials.	General Public	Those citizens of South Carolina that have been charged with a crime and their indigency status has been approved, so legal representation has been provided.
Death Penalty Trial Division	The Death Penalty Trial Division represents indigent defendants in death-penalty trials as well as consulting services and defense training to other lawyers representing clients in capital trials.	The Death Penalty Trial Division represents indigent defendants in death-penalty trials.	Judicial Branch	

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Partner Template

Account

Agency Name:	South Carolina Commission on Indigent Defense						
Agency Code:	E230	Section:	061				

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
County Governments in South Carolina	Local Government	The county governments in South Carolina work in conjunction with SCCID in providing funding the Public Defender Offices in the 16 Judicial Circuits within their counties.	1.1.2, 1.1.3
SC Court of Appeals and SC Supreme Court	State Government	The Appellate Defense Division and Death Penalty Trial Division works with the SC Court of Appeals and the SC Supreme Court to provide fair and consistent legal adjudication.	1.2.2, 1.3.2
South Carolina Judicial Department	State Government	Integration of the Office of Public Defenders into the South Carolina Judicial Departments Case Management System to allow legal case information to be accessed by the Public Defenders.	1.1.5
Municipal Governments in South Carolina	Local Government	The municipal governments in South Carolina work in conjunction with SCCID and the Public Defender Offices in the 16 Judicial Circuits within their counties.	1.1.2, 1.1.3

							Report Template
ltem	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	Employee Report	SC Human Affairs Commission	State	Annually	3/31/2016	Annual EEO Personnel Report	Paper copy, South Carolina Commission on Indigent Defense
2	Employee Report Data Report	SC Human Affairs Commission	State	Annually	8/15/2015	Updates or Corrections to Agency Employees Information to be used in EEO Reporting	Paper copy, South Carolina Commission on Indigent Defense
3	Affirmative Action Reports	SC Human Affairs Commission	State	Annually	8/18/2016	Plan sets forth employment goals for minorities and women whose representation in the workforce is less than would be reasonably expected by availability estimates of the qualified labor pool.	Paper copy, South Carolina Commission on Indigent Defense
4	Wage and Contribution Report	SC Department of Employment and Workforce	State	Quarterly	March 31 June 30 September 30 December 31	Every employer must file this report for each calendar quarter showing each employee who was in employment at any time during the quarter.	Paper copy, South Carolina Commission on Indigent Defense
5	Minority Business Employment Utilization Plan	SC Department of Administration - OSMBCC	State	Annually	7/30/2015	To emphasize the use of minority small businesses by state agencies in all aspects of procurement.	Paper copy, South Carolina Commission on Indigent Defense
6	Minority Business Employment Utilization Quarterly Reports	SC Department of Administration - OSMBCC	State	Quarterly	April 30 July 29 October 29 January 29	To emphasize the use of minority small businesses by state agencies in all aspects of procurement.	Paper copy, South Carolina Commission on Indigent Defense
7	GAAP Other Payroll Liabilities Reporting (Packet 3.17)	SC Comptroller General	State	Annually	7/22/2015	GAAP requires the recognition and reporting of other payroll liabilities in addition to accrued payroll which include compensated absences and termination/separation liabilities. which include compensated absences and termination/separation liabilities.	Paper copy, South Carolina Commission on Indigent Defense
8	GAAP Operating Expenses Report (Packet 3.09)	SC Comptroller General	State	Annually	8/25/2015	GAAP require the State disclose in the Notes to its financial statements the terms of non-cancelable operating leases	Paper copy, South Carolina Commission on Indigent Defense
9	GAAP Prepaid Expenses (Packet 3.07)	SC Comptroller General	State	Annually	8/25/2015	Accurate reporting in accordance with GAAP requires the recognition of expenses in the period the benefit is received. Prepaid expenses include expenditures for goods and services whose usage period extends beyond June 30 of the current fiscal year and were paid for in the current fiscal year.	Paper copy, South Carolina Commission on Indigent Defense
10	GAAP Grants and Revenue Reports (Packet 3.03)	SC Comptroller General	State	Annually	9/6/2015	Accurate reporting in accordance with GAAP requires the analysis and recognition of receivables and deferred revenue in connection with grant awards and contributions.	Paper copy, South Carolina Commission on Indigent Defense
11	GP: Information Technology and Information Security Plans Report (Proviso 117.114)	SC Department of Administration	State	Annually	10/1/2016	The report is to update DOA on any changes or updates on the agency's IT plans or IT Security.	Paper copy, South Carolina Commission on Indigent Defense

Fiscal Year 2015-16 Accountability Report

Report Template

Agency Name:	South Carolina	South Carolina Commission on Indigent Defense				
Agency Code:	E230	Section:	061			

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
12	Mileage Report	SC Department of Administration	State	Quarterly	March 31 June 30 September 30 December 31	Mileage for all employees requesting reimbursement	Paper copy, South Carolina Commission on Indigent Defense
13	Accountability Report	SC Department of Administration - Executive Budget Office	State	Annually	9/15/2016	the Accountability Report is intended to report on an agency's performance for review by the Governor and the General Assembly. The Accountability Report provides for both a discussion of prior year expenditures and associates expenditures with prospective goals, strategies and objectives to move the agency forward in future years.	SC Department of Administration - Executive Budget Office website
14	Restructuring Report	South Carolina House of Representative Legislative Oversight Committee	State	Annually	1/12/2015	Agency's Statutory Authority, Mission statement, goals, strategies and objectives as well as Budgetary and financial information	House of Representative Legislative Oversight Committee web page
15	Schedule of Federal Financial Assistance - SFFA	State Fiscal Accountability Authority - State Auditors Office	State	Annually	8/15/2016	Summary of all Federal Funds were received by SCCID for FY15-16	Paper copy, South Carolina Commission on Indigent Defense

Fiscal Year 2015-1 Accountability Repo	digent Defense	South Carolina	Agency Name:	
Oversight Review Templat	061	Section:	E230	Agency Code:
Method to Access the Oversight Review Report	Oversight Review Timeline (MM/DD/YYYY to MM/DD/YYYY)	Type of Entity	Name of Entity Conducted Oversight Review	Item
House Legislative Oversight Committee Website	07/01/2015 to	State	SC House of Representatives Legislative Oversight Committee	1
Paper copy of Audit report, South Carolina Commission on Indigen Defense	3/15/2016 to 4/30/2016	State	South Carolina State Auditors Office	2
Paper copy of Audit report (When completed), South Carolina Commission on Indigent Defense	1/1/2016 to	Outside Organization	Recovery Audit Specialist (Proviso 117.89 FY15-16)	3