

AGENCY NAME:	South Carolina Commission for Minority Affairs		
AGENCY CODE:	L46	SECTION:	071

Fiscal Year 2017-18 Accountability Report

SUBMISSION FORM

AGENCY MISSION

To be a catalyst that identifies and examines emerging issues and trends by providing constructive solutions and approaches to support the policy and socio-economic development of ethnic minority communities through:

- Community engagement and awareness;
- State recognition of Native Americans;
- Collecting, diagnosing and analyzing collaborative data;
- Acting as a liaison bridging the gap between communities, government agencies and other organizations and;
- Influencing public policy and state services

AGENCY VISION

All ethnic minority citizens of the State of South Carolina will be treated equitably and achieve economic prosperity through socio-cultural awareness, collaboration, policy change and research.

Please select 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.


	Yes	No
RESTRUCTURING RECOMMENDATIONS:	<input checked="" type="checkbox"/>	<input type="checkbox"/>


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

	Name	Phone	Email
PRIMARY CONTACT:	Dr. Delores Dacosta, DSL	803-831-8160	ddacosta@cfma.sc.gov
SECONDARY CONTACT:	Ms. Lauretha Whaley	803-832-8161	lwhaley@cfma.sc.gov

I have reviewed and approved the enclosed FY 2017-18 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Dr. Delores Dacosta, DSL, Executive Director, SC Commission for Minority Affairs

BOARD/CMCN CHAIR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Kenneth Battle, Board Chair, SC Commission for Minority Affairs

AGENCY'S DISCUSSION AND ANALYSIS

The South Carolina Commission for Minority Affairs (CMA) is a non-cabinet state agency, established in 1993, to study the socio-economic issues and other inequities impacting African American communities. The Governor appoints one member from each congressional district, two persons at-large and his/her representative to serve four year terms as members of the board. The current board members are as follows:

Kenneth Battle	June 30, 2013	Board Chairman
Tia Brewer-Footman	June 30, 2013	Governor's Designee
Kent Washington	June 30, 2015	Second District
Lamont Flowers	June 30, 2013	Third District
Karen McGill	June 30, 2015	Fourth District
William B. James, Jr.	June 30, 2017	Fifth District
Michelle Law-Gordon	June 30, 2016	Seventh District
Tammie Hall-Wilson	June 30, 2017	At-Large
Louie Chavis	July 1, 2005	At-Large

In 2003, the scope of the organization was broadened to include Native Americans, Hispanics/Latinos, and other ethnic minorities around the state.

As a catalyst for socio-economic change, CMA initiates efforts to identify and examine factors leading to inequities in ethnic minority communities. We develop problem solving strategies that include community engagement, collaboration and the use of multifaceted approaches culturally sensitive to the population it serves. Through partnerships with ethnic minority communities, government agencies and other stakeholders, CMA has the opportunity to bridge the gaps caused by socio-economic inequities. CMA has adopted the most up to date research methodologies to accurately collect, diagnose and analyze data, relevant to addressing these inequities. Our goal is to ensure that our data analysis supports relevant outcome measures critical in deciding how to change or redirect program initiatives, public policies and other regulatory matters of importance to ethnic minority communities.

Our research department recently collected data from several counties around the state to develop maps targeting ethnic minority communities. These maps are used as tools to help CMA and other stakeholders, identify communities negatively impacted by high school dropout rates, low household income, unemployment and poverty as shown in Appendix A. The results of this research will be useful in evaluating government programs, public policies and other initiatives leading to positive socio-economic change in ethnic minority communities. In addition to CMA's ongoing research activities, the following objectives have been successfully achieved in its FY 2016-2017 Agency Accountability Report:

- USDA Community Food Projects. "Building Capacity for Tribal Food Sovereignty" (\$35,000);
- USDA Rural Business Development Project (\$77,000);
- Established Immigrant Law Assistance line;
- Collaborated with various partners and communities to address issues related to ethnic minorities and poverty;

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- Collaborated with state and local government and ethnic minority communities on emergency preparedness; and
- Disseminated relevant statistical data and information to legislators and stakeholders regarding poverty, socio-economic deprivation and minority populations.

CMA is committed to changing the socio-economic status in ethnic minority communities by creating the same opportunities and privileges afforded to others in society. The CMA model is unique because it promotes external and internal collaborative efforts in support of each ethnic minority group. In addition, it facilitates the sharing of knowledge among staff to achieve the agency's goals.

Like every other organization, CMA has experienced its share of challenges because of losing focus of its intended purpose. No matter how well an organization runs, there is always room for improvement. As one writer puts it, "the biggest room in the world is the room for improvement." CMA is in the process of improving how it does business. The agency will begin by realigning with the governing statute. Efforts are being made to develop and implement corrective measures to ensure agency compliance. The first step in the process is to create a strategic plan with measurable outcomes to show internal and external progress. Second, provide professional staff development that includes the use of applicable tools and methods that identifies needs, strengthens and weaknesses. Third, develop competency standards that outline the skills and knowledge necessary to carry out specific tasks. It is imperative that the personal skills, attitudes, technical skills, knowledge and attributes of an individual can effectively and efficiently carryout the daily tasks of their work function. Fourth, and finally, provide professional training for commissioners that includes a clear understanding of the governing statute.

This accountability report has touched the surface on some of the corrective measures. As this agency continues to improve, it will become true to its vision in that: "All ethnic minority citizens of the State of South Carolina will be treated equitably and achieve economic prosperity through socio-cultural awareness, collaboration, policy change and research."

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Appendix A

Dr. Cody Carter
CMA, Statistician

Developing Diagnostic Criteria

As noted in the customer section of the report, the Research and Policy Initiatives division is responsible for diagnosis of socio-economic deprivation using statistical methods. The statistical foundation for the diagnostic criterion is a position measure called a z-score. Position measures allow a reader to see where scores fall in regarding to normative standards for a sample. Norm-referenced tests such as the Scholastic Assessment Test (SAT) utilize position measure in assessing how students perform in comparison to other students. The position of the metrics in the present appendix is determined by how they compare to sampled state averages with the sample consisting of South Carolina's 46 counties.

Calculating z-scores is a statistically robust way of determining position for a metric of interest. Within the present appendix, individual metrics percentage of individuals aged 25 and over without high school diplomas, unemployment rate, percentage of persons below poverty, and minority-to-majority median income household ratios.

Z-scores are calculated by using the following equation:

$$z = \frac{x - \bar{x}}{s}$$

where: z = obtained z-score,

x = individual value for a county,

\bar{x} = sample mean, and

s = sample standard deviation.

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Z-scores typically range from -4 to 4. This might present an issue in interpretation. To address this issue and develop the diagnostic method, z-scores were transformed into stanine or “standard nine” scores ranging from 1 to 9.

Stanine scores are calculated through the following equation:

$$STANINE = [z \cdot 2] + 5$$

where: z = obtained z-score.

Finally, a diagnostic criterion is determined by observed stanine scores. The diagnostic criterion is an ordinal categorization that facilitates identifications of figures that are either below average, average, or above average in position to the sample mean. Stanine scores equal to and less than 3.52 ($STANINE \leq 3.52$) are considered below average; these scores correspond approximately to the 1st through 23rd percentiles in a normal distribution. Stanine scores equal to or greater than 6.48 ($STANINE \geq 6.48$) are considered above average; these scores correspond approximately to the 77th through 99th percentiles. Stanine scores between 3.52 and 6.48 are considered average; the middle 52% of scores should fall within the average category.

Table 1 shows the critical spatial map coding that will be used in diagnostic maps for percentage without high school diplomas, percent below poverty, and unemployment rate. These are considered negative socio-economic variables. This means that as these figures increase, socioeconomic status decreases. Moreover, above average figures indicate concern or problem areas in regard to the variables of interest.

Table 1
Mapping Categories and Color Coding for Negative Socioeconomic Variables


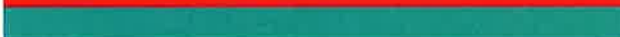




Category	Color Code
Above Average	
Average	
Below Average	

Table 2 shows the critical spatial map coding for minority-to-majority median household income ratios. Income is a positive socioeconomic variable; higher income indicates higher socioeconomic. Thus, below average income ratios will indicate problems in regard to this variable, while higher minority-to-majority income ratios will indicate affluence. What should be noted between both tables is that socioeconomic concern is indicated by red color coding. This is done to ensure that blue coloring indicates affluence and red coloring indicates a problem or deprivation area.

Table 2
Mapping Categories and Color Coding for Positive Socioeconomic Variables

Category	Color Code
Below Average	
Average	
Above Average	

Note: Positive socioeconomic variables may include per capita income, median household income, median family income, and percentage of college attendance.

Socioeconomic Deprivation Variables

Percentage without High School Diplomas

Figure 1 below shows that 19 counties can be considered areas of concern in regard to low educational attainment. There are three clusters of distinct deprivation. The first cluster includes Abbeville, Cherokee, Chester, Laurens, Newberry, Saluda, and Union counties. The second cluster includes Allendale, Bamberg, Barnwell, Hampton, and Jasper counties. The final cluster includes Chesterfield, Clarendon, Dillon, Lee, Marion, Marlboro, and Williamsburg counties. Below Figure 1, the Table 3 shows the top five counties in percentage of residents without high school diplomas.

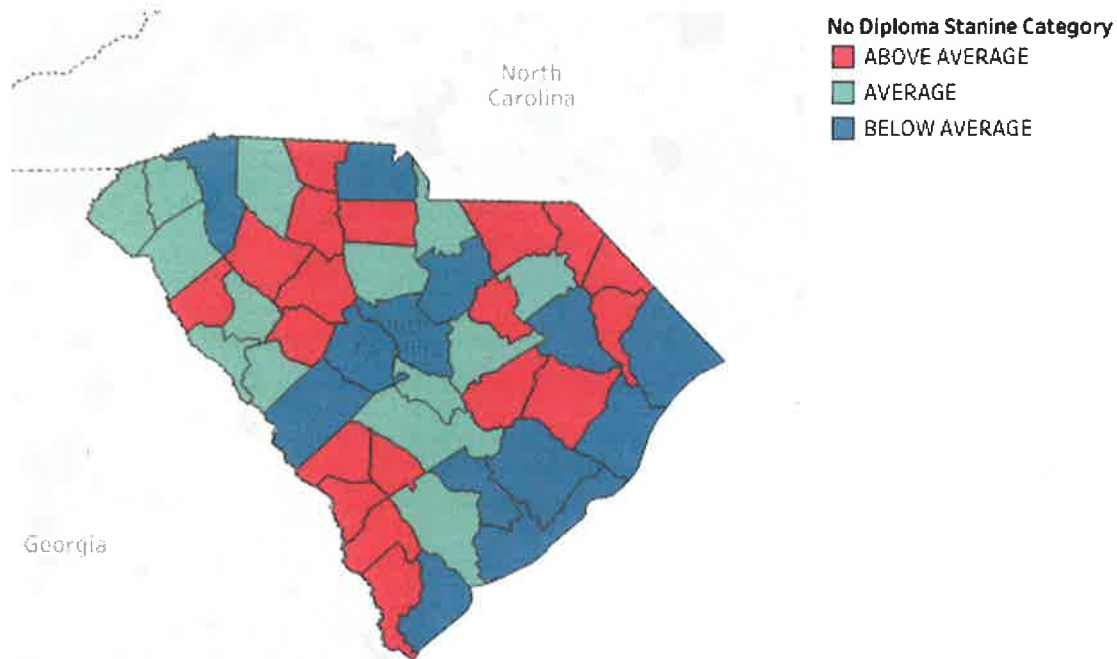


Figure 1. *Critical Spatial Mapping of Percentage without High School Diplomas.*

Table 3

Top Five Counties in Percentage of Residents without High School Diplomas

County	Value
Dillon	27.3%
Marlboro	25.5%
Allendale	25.4%
Chesterfield	23.4%
Bamberg	22.5%

Note: On average, 17.63% of residents did not have high school diplomas and the median was 17.65%.

Unemployment Rate

Figure 2 indicates that 10 counties were of concern in regard to unemployment rates. There were two contiguous spatial clusters and a regional cluster. The first cluster includes Chester and Fairfield counties. The second cluster includes Allendale, Bamberg, Barnwell, and Orangeburg counties. The final cluster, located in the Pee Dee region, includes Lee, Marion, Marlboro, and Williamsburg counties. Table 4 indicate the five counties with the highest unemployment rates.

Unemployment Rate Diagnosis Map

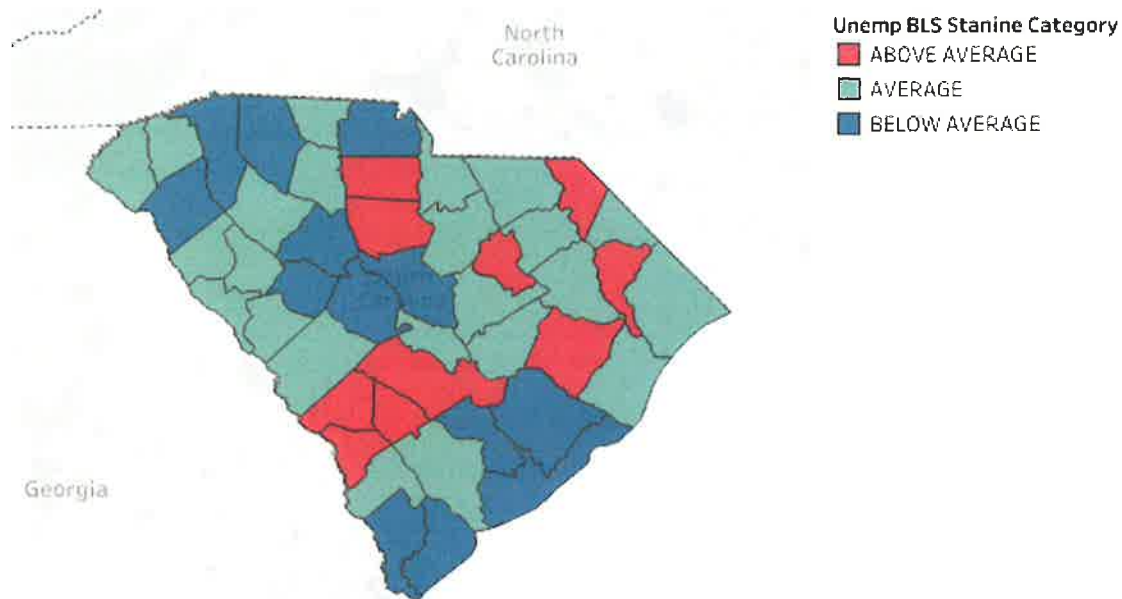


Figure 2. *Critical Spatial Mapping of Unemployment Rate.*

Table 4

Top Five Counties in Unemployment Rate

County	Value
Bamberg	9%
Orangeburg	8.8%
Marion	8.7%
Allendale	8.5%
Marlboro	8.4%

Note: Average unemployment rate was 5.84% and median unemployment rate was 5.5%.

Minority-to-Majority Median Household Income Ratio

Figure 3 indicates that there are 10 counties that had significant gaps in median household income between minorities and the White majority. One regional cluster is observed in the Midlands that included Chester, Kershaw, and Lancaster counties. Three sets of contiguous counties have significant minority-to-majority income gaps. These include Edgefield/McCormick, Bamberg/Barnwell, and Georgetown/Marion. Clarendon County is neither located in a regional cluster nor a contiguous set. Table

5 shows that counties with the lowest minority-to-majority income ratios, indicating the highest income gaps.

Minority-to-Majority Median Household Income Map

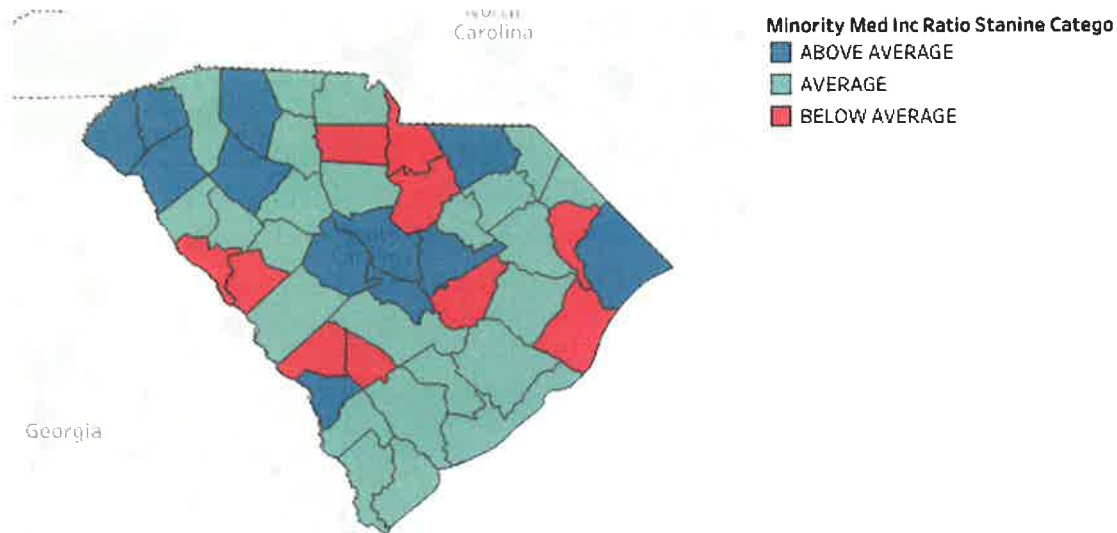


Figure 3. *Critical Spatial Mapping of Minority-to-Majority Median Household Income Ratio.*

Table 5

Minority Dollar for Every White Household Dollar

County	Value
Georgetown	\$0.45
Barnwell	\$0.45
Bamberg	\$0.48
Edgefield	\$0.49
Kershaw	\$0.54

Note: On average minority household make \$0.62 for every \$1.00 made by a White household. The median was \$0.60.

Percent below Poverty

Figure 4 indicates that there are 12 counties that could be diagnosed as having significantly high poverty. One regional cluster is located in the Pee Dee that includes Chesterfield, Clarendon, Dillon, Lee, Marion, Marlboro, and Williamsburg counties. A contiguous cluster includes Allendale, Bamberg, and Barnwell counties. Fairfield and Greenwood counties were neither part of regional nor contiguous poverty clusters. Table 6 shows the top five counties in percent of residents below poverty.

Poverty Diagnosis Map

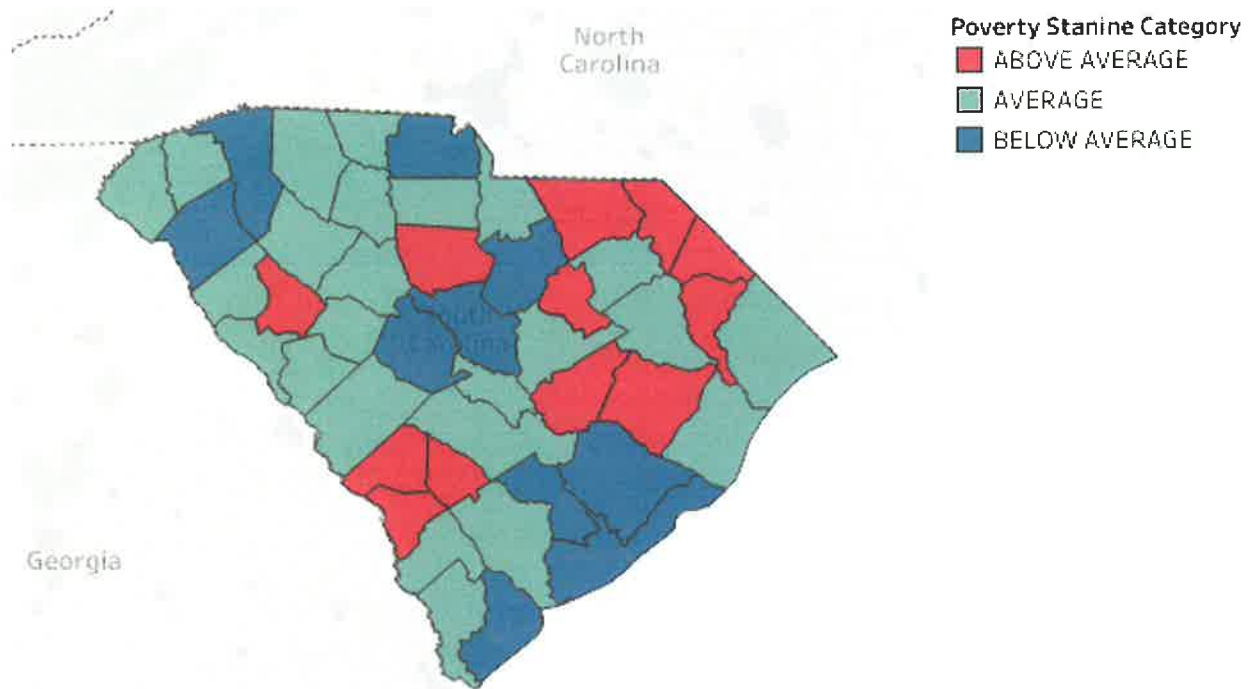


Figure 4. *Critical Spatial Mapping of Percent below Poverty.*

Table 6

Top Five Counties in Percent below Poverty

County	Value
Dillon	30.6%
Allendale	29.7%
Williamsburg	29.3%
Lee	28.2%
Bamberg	27.1%

Note: Average percent below poverty was 20.46% and median percent below poverty was 19.6%.

References

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US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013A:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars) (White
Alone Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013B:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars) (Black
or African-American Alone Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013C:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars)
(American Indian and Alaska Native Alone Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013D:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars) (Asian
Alone Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013F:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars) (Some
Other Race Alone Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013G:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars) (White
Alone Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. B19013I:
Median Household Income in the Past 12 Months (In 2016 Inflation-Adjusted Dollars) (Two
or More Races Householder).

US Census Bureau. *2012-2016 American Community Survey (5-Year Estimates)*. S1501: Educational
Attainment.

US Department of Labor. Bureau of Labor Statistics. *Labor Force by County, 2016*.

Fiscal Year 2019-20 Budget Request Executive Summary

Agency Code: L460
 Agency Name: Commission On Minority Affairs
 Section: 71

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	Public Information Director	76,878				76,878	1.00				1.00
2	B1 - Recurring	Administrative Support Expansion	37,800				37,800	1.00				1.00
3	B1 - Recurring	Salary Increases - Classified Positions	27,121				27,121					0.00
4							0					0.00
5							0					0.00
6							0					0.00
7							0					0.00
8							0					0.00
9							0					0.00
10							0					0.00
11							0					0.00
12							0					0.00
13							0					0.00
14							0					0.00
15							0					0.00
16							0					0.00
17							0					0.00
18							0					0.00
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21							0					0.00
22							0					0.00
23							0					0.00
24							0					0.00
25							0					0.00
26							0					0.00
27							0					0.00
28							0					0.00
29							0					0.00
30							0					0.00
TOTAL BUDGET REQUESTS			141,799	0	0	0	141,799	2.00	0.00	0.00	0.00	2.00

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FORM B1 – RECURRING OPERATING REQUEST

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

TITLE	I. Administration. Public Information Director
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$76, 878.00. Federal: Other: Total:
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What is the net change in requested appropriations for FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	1
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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 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

AGENCY NAME:	SC Commission for Minority Affairs		
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ACCOUNTABILITY OF FUNDS

This funding request will be used to support all of the strategic planning objectives in the Commission's Agency Accountability Report. This request will advance the agency's role of information dissemination, community engagement and awareness. Each of these objectives is critical to the agency's ability to meet its statutory requirements. The effectiveness of the use of these funds would be determined by the increase in the public's awareness of the agency's mission and support to the ethnic minorities that we serve.

What specific strategy, as outlined in the FY 2018-19 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

This funding request would be used to create a Public Information Director position. This position's main focus will be to increase the public's awareness of our agency mission, activities, goals and objectives through the development of promotional and informational programs designed to highlight the agency. Community engagement is an essential component in our strategic planning. The staff person will clearly communicate our agency objectives to the public, government officials and other stakeholders on the impact that our agency has on the ethnic minorities that we serve.

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 for Minority Affairs statute mandates that the agency serves as a single point of contact for the collection and dissemination of statistical data for the African-American, Native American Indian, Hispanic-Latino and Asian populations. It is important that those groups and others in the State recognize the work of the Commission for Minority Affairs and its impact on those communities. Awareness is critical for our Agency and we currently do not have any FTE's devoted to public information, media, or marketing activities. It has become evident that the Commission needs to clearly communicate to our community our mission, objectives, and goals. There are not matching funds available. These funds will significantly increase our visibility in the State of South Carolina. The amount of the request was calculated as follows:

Public Information Director I	\$56,947.00
Related Fringe	<u>\$19,931.00</u>
Total	\$76,878.00

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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.

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FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	2	<i>Provide the Agency Priority Ranking from the Executive Summary.</i>																				
TITLE	I. Administration. Administrative Support Expansion <i>Provide a brief, descriptive title for this request.</i>																					
AMOUNT	General: \$37,800.00 Federal: Other: Total: <i>What is the net change in requested appropriations for FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.</i>																					
NEW POSITIONS	1	<i>Please provide the total number of new positions needed for this request.</i>																				
FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply: <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30px; 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 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 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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STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective: <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30px; text-align: center;"><input checked="" 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 type="checkbox"/></td><td>Government and Citizens</td></tr> </table>		<input checked="" 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 type="checkbox"/>	Government and Citizens										
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AGENCY CODE:	L460	SECTION:	071

ACCOUNTABILITY OF FUNDS	<p>This funding request will be used to support all of the strategic planning objectives in the Commission's Agency Accountability Report. The effectiveness of the use of these funds would be determined by the increased efficiency in the administrative functions of the agency.</p>
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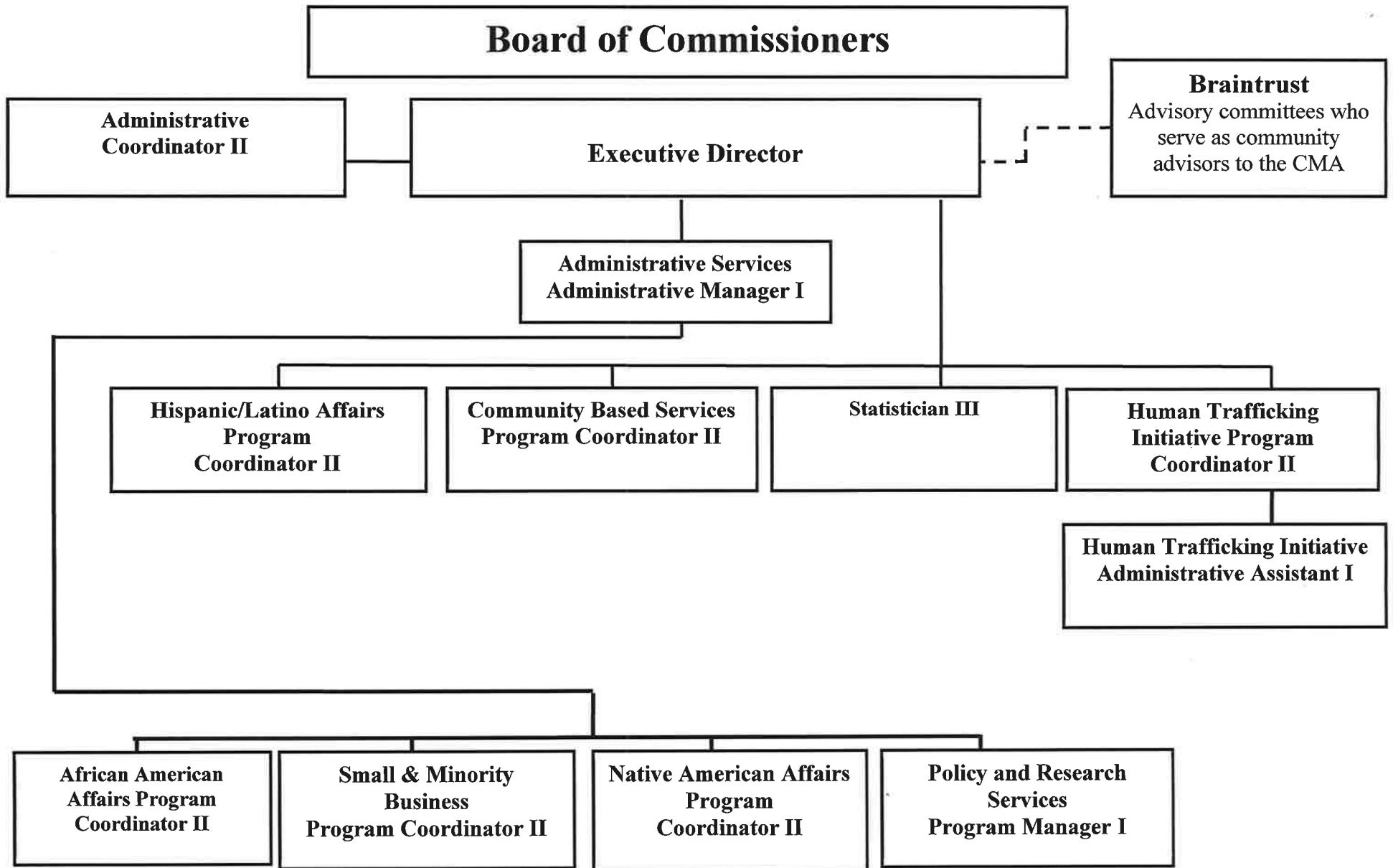
What specific strategy, as outlined in the FY 2018-19 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	<p>This funding request would be used to create an Administrative Specialist II position that will increase the efficiency of our administrative support functions. As our agency continues to grow there is an increased need for additional administrative support to assist our expanding program areas. This will allow program staff more time to spend on critical program 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	<p>The Commission for Minority Affairs statute mandates that the agency serves as a single point of contact for the collection and dissemination of statistical data for the African-American, Native American Indian, Hispanic-Latino and Asian populations. In addition, the statute mandates that research be provided to minority officials, the business community, state and local municipal government(s), the general public, as well as members of the General Assembly on an as needed basis. We currently have only one administrative coordinator who serves as administrative support to the staff and agency director. Our staff has increased considerably over the years without increased administrative support. This request will improve the efficiency of the administrative functions in the office. There are no matching funds available. The amount of the request was calculated as follows:</p> <table> <tr> <td>Administrative Specialist II</td><td>\$28,000.00</td></tr> <tr> <td>Related Fringe</td><td><u>\$ 9,800.00</u></td></tr> <tr> <td>Total</td><td>\$37,800.00</td></tr> </table>	Administrative Specialist II	\$28,000.00	Related Fringe	<u>\$ 9,800.00</u>	Total	\$37,800.00
Administrative Specialist II	\$28,000.00						
Related Fringe	<u>\$ 9,800.00</u>						
Total	\$37,800.00						

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



Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018							
Agency Code:	L460	Section:		71	Accountability Report							
Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #	Description			2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strateg	Measur		Base	Target	Actual				
Government and Citizens	G	1			Be the single point of contact for statistical data and							
			1.1		Disseminate relevant statistical data and information to legislators and stakeholders regarding poverty, socio-economic deprivation and minority populations.	2	3	0				
				1.1.1	Disseminate the "FY 17-18 South Carolina County Statistical Abstract" to 175 legislators and county officials by the end of FY 17-18.	1	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Resource and Data Tool for government entities and the general public.
				1.1.2	Present the "FY 17-18 SC County Statistical Abstract" to a minimum of 25% of policy makers, public officials and interested parties at one (1) state-wide event to collect feedback and suggestions for policy and research by the end of FY 17-18.	1	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Resource and Data Tool for government entities and the general public.
				1.1.3	Produce and present the "FY 17-18 SC County Statistical Abstract Recommendations Report" to a minimum of 100 legislators, public officials and interested parties and make it publically available on the CMA website by the end of FY 17-18.	0	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Resource and Data Tool for government entities and the general public.
			1.2		Create policies and/or legislation to require 100% of state agencies collecting data, to provide data sets and/or raw data to the SC Commission for Minority Affairs for research and analysis.	0	0	0				
				1.2.1	Work to establish a "single" yet unified Memorandum of Understanding or Agreement between the Department of Revenue and Fiscal Affairs and the Commission regarding the ability to collect data from other state agencies.	0	0	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Resource and Data Tool for government entities and the general public.
Government and Citizens	G	2			Address the needs of minority populations through collaboration and engagement with legislators, public officials and stakeholders to effect change.							
			2.1		Establish liaison relationships with policy makers, officials and stakeholders to assist with the creation of policy, legislation and community engagement	462	707	559				
				2.1.1	Increase the stakeholder database containing elected officials, city and county officials, community contacts and stakeholders by at least 10% by June 2018.	456	500	550	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				2.1.2	Conduct one (1) annual survey of a minimum of 200 individuals and organizations to measure visibility and increase awareness to obtain feedback by March 2018.	0	200	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				2.1.3	Publish one (1) annual report of survey responses to the CMA Board and stakeholders by June 2018.	0	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				2.1.4	Conduct a minimum of two (2) Advisory Committee meetings per program initiative (Native American, Hispanic/Latino, and African American) to address the needs of our communities and build community engagement by 1-2018.	6	6	9	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Outreach Initiative
			2.2		Promulgate regulations to carry out provisions outlined in CMA's statute to streamline programs, duties, and functions to address the needs of the populations served.	0	0	0				
				2.2.1	Review and revise Commission regulations as needed.	0	0	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	
			2.3		Determine, approve and acknowledge by certification, State Recognition of Native American Indian entities on behalf of the State of SC.	6	5	5				

Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018								
Agency Code:	L460	Section:			71	Accountability Report							
Strategic Planning and Performance Measurement Template													
Statewide Enterprise Strategic Objective	Type	Goal	Item #	Measure	Description	2017-18 Base Target Actual			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure	
				2.3.1	Conduct two (2) State Recognition application cycles (September 1 and April 1) in which applications (petitions) are submitted in accordance with current law by June 2018.	2	2	2	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement	
				2.3.2	Conduct up to one (1) "State Recognition Application Workshop" pertaining to the State Recognition process and application for entities interested in applying for State Recognition by June 2018.	2	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach	
				2.3.3	Fulfill 100% of requirements for State Recognition process for petition cycles 4/1/2017 and 9/1/2017 by June 2018.	2	2	2	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement	
Public Infrastructure and Economic Development	G	3			Address the needs of minority populations through technical assistance, capacity building, outreach and program initiatives.								
			3.1		Review and revise agency and program initiatives to address needs of minority populations (African-American, Asian American, Native American Indians, Hispanic/Latino) as needed.	1	3	1					
			3.1.1		Conduct a minimum of one (1) agency-wide strategic planning meeting and establish a new "CMA Agency Strategic Plan" by December 2017.	0	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building	
			3.1.2		Research and identify a minimum of one (1) urgent need for each population served by the CMA by March 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach	
			3.1.3		Develop one (1) draft "CMA Agency Strategic Plan" internal document by December 2017.	0	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building	
			3.1.4		Within 30 days of plan completion, CMA will begin to align program initiatives with agency strategic plan.	0	0	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building	
			3.2		Conduct capacity building, outreach, voting rights information, minority specific and micro-business assistance initiatives and training.								
			3.2.1		Review and amend as necessary, the "CMA Agency Training Index" that contains trainings provided internally and externally in the areas of capacity building, micro-business, outreach and human trafficking.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building	
			3.2.2		Implement a minimum of ten (10) partnerships and collaborations through Memorandum of Understanding, grant agreements, committees, task forces and Board service to provide micro-business, capacity building, outreach and program services by June 2018.	5	10	10	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Outreach Initiative	
			3.2.3		Implementation of Native American Indian program to strengthen family units by reducing recidivism and unemployment among Native American Indian inmates and providing referral services, counseling and cultural services to inmates and their families.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Outreach Initiative	
			3.2.4		Implementation of a project with SC DSS and Catawba Indian Nation to provide Indian Child Welfare Act (ICWA) expert witnesses for South Carolina cases in which an expert witness is needed.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Outreach Initiative	
			3.2.5		Implement internship and/or mentoring program for Native American Affairs program.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building	
			3.2.6		Institute collaborative initiatives enlisting the use of HBCU's to improve reading and math skills to help decrease African American Male drop-out rates by June 2018.	0	0	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Outreach Initiative	

Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018							
Agency Code:	L460	Section:		71	Accountability Report							
Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
				3.2.7	Establish a grant and resourced clearinghouse for Hispanic communities by June 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Outreach Initiative
			3.3		Increase collaboration and/or partnerships to address emergency preparedness needs of SC minority populations.	3	24	24				
				3.3.1	Provide outreach, technical assistance and support to SC Emergency Management Division for minority communities by June 2018.	3	3	3	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				3.3.2	Establish partnerships and collaboration with Hispanic leaders and organizations to increase awareness of emergency preparedness by June 2018.	0	10	10	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				3.3.3	Provide outreach, technical assistance and support through an M.O.U. to Department of Health and Environmental Control-Emergency Preparedness Division for the "Bridging the Gap: Tribal Emergency Preparedness" Project by June 2018.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				3.3.4	Provide outreach, technical assistance and support to state and Federally Recognized tribes to establish tribal emergency managers and preparedness plans by June 2018.	0	10	10	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
			3.4		Implementation of new Human Trafficking and Immigration initiatives at SC CMA.	0	5	3				
				3.4.1	Enter into an M.O.U. with the state-wide Human Trafficking Task Force managed through the South Carolina Attorney General's Office to include the Commission for Minority Affairs as a member of the task force by June 2018.	0	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement
				3.4.2	Establish Polaris Project as the state's reporting hotline for sex trafficking calls and receiving reports that reflect sex trafficking trends in South Carolina by June 2018.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement
				3.3.3	Establish an immigration hotline for the reporting, recording and collection of data regarding allegations of violations of federal immigration laws, provisions of South Carolina law by non-United States citizens or immigrants, allegations of violations of any federal immigration laws or provisions in South Carolina law against any non-United States citizen or immigrant, and labor trafficking by June 2018.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement
				3.4.4	Hire program assistant to aid in the development of the Commission's program initiatives by December 2017.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement
				3.4.5	Establish state-wide public awareness campaigns to promote prevention of human trafficking and the immigration hotline by June 2018.	0	1	0	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Statutory Requirement
Government and Citizens	G	4			Reduce the contributing factors causing poverty in SC's minority populations.							
			4.1		Secure adequate funding through the SC CMA's budget to increase the budget to a minimum of \$2 per minority person to support work to address the needs of minority populations and administer all programs.	1	1	1				
				4.1.1	Provide data and supporting information in the form of "talking points and/or quick fact sheets" to present to budget analysts and legislators as needed by September 2017.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building

Agency Name:		COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018						
Agency Code:		L460		Section:		71		Accountability Report				
								Strategic Planning and Performance Measurement Template				
Statewide Enterprise Strategic Objective	Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
			4.2		Research and assess currently funded poverty and minority programs existing within state agencies to identify and reduce gaps and duplication in services by June 2020.	2	2	2				
				4.2.1	Create one (1) strategic framework document and/or work plan for accomplishing a multi-year research project by December 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
				4.2.2	Seek state, private foundation, and grant-related funding to add a minimum of one full-time researcher during each fiscal year (two by FY 2017-2018, one in FY 2018-2019 and one in FY 2019-2020) for a total of four researchers by the end of fiscal year 2020.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
			4.3		Seek federal and other funding on behalf of the state for the purpose of implementing various programs and services for minority groups (African-American, Asian American, Native American Indians, Hispanic/Latino) including business, economic development, human trafficking, capacity building and outreach.	4	5	5				
				4.3.1	Implementation of new US Department of Agriculture (USDA) Rural Business Development Grant (RBEG) by September 2017.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Capacity Building and Outreach
				4.3.2	Research and identify a minimum of five (5) federal funding sources coming into South Carolina state agencies through block grants and other sources to determine future partnerships and collaborations by June 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
				4.3.3	Apply for a minimum of five (5) grants to support programs designed to alleviate factors contributing to poverty and deprivation by June 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
				4.3.4	Research and identify a minimum of five (5) partnerships and collaborations with federal, state and non-profit organizations to receive funds to support CMA programs by June 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
				4.3.5	Implementation of a new US Department of Agriculture (USDA)-Community Food Projects Grant for "Building Capacity for Tribal Food Sovereignty in SC by December 2017.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
			4.4		Development of a state-wide strategy with recommendations for state agencies and partners to collaborate to reduce poverty in SC.	1	10	10				
				4.4.1	Draft a Strategic Action Plan comprised of cumulative outcomes from stakeholder input, "Working Together Works" Poverty Summit findings, data analysis, and collaborative group processing by June 2018.	0	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
				4.4.2	Develop the framework for statewide "Let's Talk" community meetings to ensure that the proposed work effectively positions the agency to reduce the contributing factors causing poverty in SC's minority populations by August 2017.	0	8	8	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
				4.4.3	Complete and present a final Strategic Action Plan comprised of cumulative outcomes from stakeholder input, "Working Together Works" Poverty Summit findings, "Let's Talk" community meetings, data analysis and collaborative group processing by June 2018.	1	1	1	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Technical Assistance and Outreach
Education, Training and Human Development	G	5			Increase agency capacity through staff development.							

Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018							
					Accountability Report							
Agency Code:	L460	Section:			71							
					Strategic Planning and Performance Measurement Template							
Statewide Enterprise Strategic Objective	Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategic	Measure		Base	Target	Actual				
			5.1		Provide professional development opportunities for agency staff.	8	8	10	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building
			5.2		Provide cross training opportunities for agency staff.	3	8	10	July 1, 2017 to June 30, 2018	Internal Records and Research	Annual Report	Internal Capacity Building

Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2018-2019											

Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2018-2019												
	- G S M																
						Accountability Report											
Agency Code:	L460		Section:		71	Strategic Planning and Performance Measurement Template											
Statewide Enterprise Strategic Objective	Type	Goal	Item # Strateg y	Measur e	Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure					
						Base	Target	Actual									
				3.3.2	Provide outreach, technical assistance and support through an Memorandum of Understanding (MOU) to Department of Health and Environmental Control-Emergency Preparedness Division by June 2019.	1	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Technical Assistance and Outreach					
				3.4	Implementation of new Immigration initiatives at CMA.	0	2										
				3.4.1	Implement an Immigration line as outlined in the statute by June 2019.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Statutory Requirement					
				3.4.2	Produce an annual report for immigration line by June 2019.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Statutory Requirement					
Government and Citizens	G	4			Serve as a catalyst to provide constructive solutions and approaches to promote equitable treatment and achieve economic prosperity through public policy.												
				4.1	Provide data and supporting information in the form of talking points, quick fact sheets, issues briefs and whitepapers by June 2019.	0	2										
				4.1.1	Research and assess currently funded poverty and minority programs existing within state agencies to identify and reduce gaps and duplication in services by June 2020.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					
				4.1.2	Track legislation that impacts our ethnic minority populations by June 2019.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					
				4.2	Seek continued funding on behalf of the state for the purpose of implementing various programs and services.	3	3										
				4.2.1	Implementation of new US Department of Agriculture (USDA) Rural Business Development Grant (RBEG) by September 2018.	1	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Outreach Initiative					
				4.2.2	Continue to research and identify a minimum of five (5) partnerships and collaborations to receive funds to support CMA programs by June 2019.	1	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Outreach Initiative					
				4.2.3	Implementation of a new US Department of Agriculture (USDA)-Community Food Projects Grant for "Building Capacity for Tribal Food Sovereignty in SC by December 2018.	1	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Outreach Initiative					
Education, Training and Human Development	G	5			Increase agency capacity through staff and board development.												
				5.1	Provide professional development opportunities for agency staff and board.	12	30										
				5.1.1	Conduct internal and external training and development by June 2019.	6	15		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					
				5.1.2	Provide cross training opportunities for agency staff.	6	15		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					
				5.2	Develop an agency strategic plan.	0	3										
	-			5.2.1	Conduct strategic planning meetings by November 2018.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					
	-			5.2.2	Develop draft of Agency Strategic Plan by November 2018.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					
	-			5.2.3	Within 30 days of plan completion, CMA will begin to align program initiatives with agency strategic plan.	0	1		July 1, 2018 to June 30, 2019	Internal Records and Research	Annual Report	Internal Capacity Building					

Agency Name:	COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018					
					Accountability Report					
Agency Code:	L460	Section:	071	Program Template						
Program/Title	Purpose	FY 2017-18 Expenditures (Actual)				FY 2018-19 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration	Provides leadership, support, and direction for the agency. Includes all program activities related to Small & Minority Business, Community Based Services, Research, Human Trafficking & Immigration, African Americans, Native Americans, Hispanic/Latinos, and other groups in South Carolina.	\$ 859,123	\$ 122,357	\$ 15,956	\$ 997,436.52	\$ 1,228,965	\$ 124,843	\$ 30,000	\$ 1,383,808	All agency measures are associated with this program.
II. Employer Contributions	To fund employee benefits	\$ 181,685	\$ 32,370		\$ 214,055.31	\$ 207,000	\$ 37,255		\$ 244,255	
					\$ -				\$ -	
					\$ -				\$ -	

COMMISSION ON MINORITY AFFAIRS				Fiscal Year 2017-2018				
Agency Name:				Accountability Report				
Agency Code: L460		Section: 071						
Legal Standards Template								
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify whether agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.
1	Code of Laws, Title 1, Chapter 31, Section 1-31-10	State	Statute	Creation of the Commission for Minority Affairs	Yes	Yes	Other service or product our agency must/may provide	Statistical Information and Assistance line and State Recognition
2	Code of Laws, Title 1, Chapter 31, Section 1-31-20	State	Statute	Commission to meet at least quarterly and its purpose	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
3	Code of Laws, Title 1, Chapter 31, Section 1-31-30	State	Statute	Hiring of Executive Director and other personnel; appropriations	No	No		
4	Code of Laws, Title 1, Chapter 31, Section 1-31-40	State	Statute	Powers and duties of the Commission	Yes	Yes	Other service or product our agency must/may provide	Statistical Information and Assistance line and State Recognition
5	Code of Laws, Title 1, Chapter 31, Section 1-31-50	State	Statute	Promulgation of regulations to carry out duties of State Recognition	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
6	Code of Regulations, Chapter 139, Article 1, Section 139-100	State	Regulation	Purpose of State Recognition for Native American Entities	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
7	Code of Regulations, Chapter 139, Article 1, Section 139-105	State	Regulation	Criteria for State Recognition of Native American Entities	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
8	Code of Regulations, Chapter 139, Article 1, Section 139-106	State	Regulation	Native American Advisory Committee membership and duties	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
9	Code of Regulations, Chapter 139, Article 1, Section 139-108	State	Regulation	Creation and membership of the State Recognition Committee	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
10	Code of Regulations, Chapter 139, Article 1, Section 139-109	State	Regulation	Power and Duties of the State Recognition Committee	Yes	Yes	Report our agency must/may provide	
11	Code of Laws, Title 20, Chapter 1, Article 1, Section 20-1-20	State	Statute	Persons who may perform marriage (State Recognized tribal entities)	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
12	Code of Laws, Title 50, Chapter 11, Article 1, Section 50-11-515	State	Statute	Use of wild turkey feathers in Native American Indian art	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
13	Code of Laws, Title 8, Chapter 30, Section 8-30-10	State	Statute	Recording and reporting allegations of federal immigration law violations; centralized tracking database	Yes	Yes	Report our agency must/may provide	
14	Code of Laws, Title 8, Chapter 30, Section 8-30-20	State	Statute	Authority to hire personnel	No	No		
15	Code of Laws, Title 12, Chapter 21, Article 1, Section 12-21-4200	State	Statute	Disbursement of BINGO revenues	No	No		
16	Code of Regulations, Chapter 139, Article 2, Section 139-200	State	Regulation	Purpose of Advisory Committees	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
17	Code of Regulations, Chapter 139, Article 2, Section 139-202	State	Regulation	Power and Duties of the Advisory Committees	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	

Agency Name: SC Commission for Minority Affairs			Fiscal Year 2017-2018	
Agency Code: L46 Section: 71			Accountability Report	
			Customer Template	
Division 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) Public; Demographics.
African American Affairs Initiative	The African American Affairs Initiative is responsible for confronting the disparate facts regarding African-Americans by working with local, state, and federal entities, as well as other organizations to develop strategies and be a catalyst to improve conditions in our community.	Working with local colleges (HBCUs) and African American male groups to mentor and tutor students in middle and junior high school in order to improve their reading and math skills. This will facilitate on-time graduation and drop-out prevention.	General Public	According to the 2015-16 SC Department of Education demographics, there were 28 majority African American, non-charter school districts in South Carolina. Of these districts, 54% of them were located in low education counties (as measured by the USDA). Moreover, 64% of these school districts had above average poverty indexes (as measured by the SC Dept of Education). Despite these negative socioeconomic characteristics, only 14% had dropout rates significantly above the state average. Still, 43% of the districts were below average in the percentage of 2015 high school seniors enrolled in two-year or four-year institutions by Fall 2016. The dropout and college attendance statistics indicate that access to education beyond high school might be a more glaring issue than dropout rate. Thus, dropout prevention programs should also place focus on the enrichment of academic skills that will prepare students for training beyond high school.
Community Based Services Initiative	The Community Based Services Initiative provides and strengthens minority non-profit organizations and church affiliates with technical assistance, capacity building, collaboration and partnerships to better serve communities.	Assist with state certification, tax exempt status through the IRS, and internal capacity building for non-profit organizations.	Professional Organization	The following participated in the 2018 Forging New Pathways Steering committee for the construction of the Forging New Pathways Against Poverty Strategic Action Plan: American Heart Association, SC Human Affairs Commission, Lutheran Carolinians, Latino Communications Community Development Corporation, Talent Impact Strategies, USC Center for Research in Nutrition, SC Head Start Collaboration Office, Children's Trust of SC, Allen University, The Gaililee Agency, Inc., Richland County Sheriff's Department, We've Got Your Backs Collaborative, Spartanburg NAACP, Richland County Public Defender's Office, SC Department of Revenue and Fiscal Affairs, United Way Association of South Carolina, USC Child Development Research Center, SC Department of Public Safety, Richland School District One, SC Department of Education, Hold Out the Lifeline, Delta Sigma Theta Sorority Inc. Columbia Alumanae Chapter, J. Marion Sims Foundation, SC Department of Health and Environmental Control
Hispanic/Latino Affairs Initiative	The South Carolina Hispanic Initiative addresses issues concerning the Hispanic/Latino community of South Carolina to include economic, education, health, public safety, human rights and other pertinent issues that affect the Hispanic community.	We provide information and referral to resources, data, technical assistance, and cultural training regarding challenges faced by our Hispanic communities. We also serve as a liaison to state and local agencies on information regarding the Hispanic population in our state. In addition, the Hispanic Initiative provides assistance with translation of documents on an as needed basis for state and local agencies when possible. Other important functions are: Serve as PIO for ESF-15 for SC EMD in the event of a State of Emergency to meet the language barriers faced by our Hispanic community.	General Public	SC is home to approximately 258,000 Hispanics (Pew Hispanic Research Center) While this number is grossly under represented, we can say that a more accurate picture of Latinos in our state is 3 to 4 times larger than the number indicated by US Census. Although we are listing this number, it does not imply that we have reached every individual under our program initiative. However, services and access to information is available to the Hispanic and general community if needed.
Hispanic/Latino Affairs Initiative			Professional Organizations	Federal, State and local agencies such as City of Columbia, DHEC, DSS, SC DAODAS, SC EMD, Military facilities, local non-profit organizations, technical colleges. Non-profit organizations (Hispanic as well as non-Hispanic organizations). Latino CDC, PASOs, Hispanic Business Association, Hispanic Leadership Council, Circulo Hispanoamericano and others.
Research and Policy Initiatives	The mission of Research and Policy Services is to provide current statistical data, conduct simple to complex applied statistical and survey research, conduct policy analysis of state and federal legislation, and to help disseminate key statistical information to state leaders, for profit and non-profit organizations, and individual citizens in the State of South Carolina. These research services assist the SC Commission for Minority Affairs in achieving its agency mission in utilizing research to help to study and address the causes and effects of socioeconomic poverty and deprivation in South Carolina.	Statistical Data will be provided to members in the SC Legislature on an as needed basis.	Legislative Branch	
Research and Policy Initiatives		Professional Organizations will be provided data primarily with census and related statistical data.	Professional Organizations	SC Department of Revenue and Fiscal Affairs, SC Children's Trust, SC Conference of Black Mayors
Research and Policy Initiatives		The General Public will be provided with data that is relevant to their community, city and county in the state.	General Public	According to the 2016 American Community Survey 5-year estimates, minority groups make up about 31 percent of South Carolina's population. Though African Americans are the largest minority group, approximately 258,361 South Carolinians identify as Hispanic, making it the second most numerous minority group. Moreover, though Native Americans only make up 0.9% of the population, they are heavily concentrated in Marlboro and Dillon counties, areas marked by socioeconomic deprivation and health disparities. Thus, these statistics present a need for the Research and Policy Initiatives division to develop research reports diagnosing problems among these populations.

Small and Minority Business Affairs Initiative	We promote social and economic self-sufficiency primarily for disadvantaged minorities by providing entrepreneurial education and training, business technical assistance, and provide information for microloan programs.		We provide business management and technical assistance, and education and training to aspiring or existing entrepreneurs. The Microenterprise program seeks to assist the business development industry by supporting and being a catalyst for economic development in the largest segment of business ownership, which is microenterprises. We support organizations that provide resources to microenterprises.	General Public	The Microenterprise program is primarily focused on all of the populations that the Commission is legislatively required to serve, i.e., African Americans, Hispanic Americans, Native Americans, and Asian Americans. Moreover, micro-business make up a small percentage of South Carolina's small businesses. Micro-business are defined as business with between 1 and 5 employees. This designation would fall under small businesses with between 1 and 19 employees, which constitute 17.3% of all small business in South Carolina. Between 2007 and 2012, there was a 44.6% increase in minority business. Of the minority groups served by the Microenterprise program, Hispanic-owned small business saw the largest increase in ownership at 71.9% during the same period. Increases in ownership among African Americans (41.4%), Asians (42.6%), and Native Americans (43%) were significantly lower than the percent change observed among Hispanic business owners. If microbusiness trends reflect changes observed among all South Carolina small businesses, then Hispanic microbusinesses will see increasing representation in the Microenterprise Program. (Source: SBA Office of Advocacy, 2016 South Carolina Small Business Profile)
Small and Minority Business Affairs Initiative				Industry	Business development organizations, such as Small Business Administration, Community Development Corporations and Microlenders.
Native American Affairs Initiative	The Native American Affairs Initiative serves as the South Carolina Indian Affairs Office with the mission to establish the framework to ensure social equity and economic prosperity for all Native American Indian citizens throughout the State of South Carolina through policy change, education and increased awareness.		We provide information, referral, technical assistance, capacity building, cultural diversity training and organizational development with the Native American community and tribes. In addition, we oversee the process of State Recognition for the State of South Carolina. The Commission serves as a liaison between state, federal and local governments and tribal entities nationally. We also have an emerging Native American Professionals Program, we work with the SC Department of Social Services (SC DSS) on Indian Child Welfare Act and Food Share SC program.	General Public	Native American Indians make up approximately 0.9% of South Carolina's population. This approximate figure still does not account for individuals who identify as Native American in combination with another race. Therefore, Native American demographics are undercounted. There are nine state tribes, four Groups and two special interest organizations. In addition, there is one federally recognized tribe, the Catawba Indian Nation, which is also South Carolina's most populous tribe. (Source: American Community Survey 2016)
Native American Affairs Initiative				Legislative Branch	SC General Assembly
Native American Affairs Initiative				Executive Branch/State	
Native American Affairs Initiative				Professional Organizations	National Partnership for Action to End Health for Health Disparities- Health and Human Services, National Congress of American Indian, Catawba Indian Nation Indian, SC State Recognized Tribes, Groups and Special Interest Organizations and non-recognized entities, Southeastern Indian Affairs Offices (GA, NC, AL, LA, VA), Lumbee Tribe, Machis Creek Tribe and others.
Human Trafficking and Immigration Program Initiative	Human Trafficking and Immigration Program Initiative is responsible for addressing and raising awareness on issues regarding human trafficking and immigration laws and provides opportunities for reporting via the hotlines concerning the issues addressed.		Work with local and state government, community providers, etc. to provide awareness and information through campaigns and community events targeting youth and the minority population to prevent human trafficking and immigration infractions.	General Public	Trafficked victims, at-risk youth and the surrounding minority communities in South Carolina.
Human Trafficking and Immigration Program Initiative				Professional Organizations	Trafficked victims, at-risk youth and the surrounding minority communities in South Carolina. Polaris Project, SCCADVSA, Sexual Trauma Services of the Midlands (STSM), Lighthouse for Life, SASS Defense, The Hive Community, Peek A Boo Petty Girl, Richland County Human Trafficking Task Force and Child Trust of South Carolina
Human Trafficking and Immigration Program Initiative				Executive Branch/State Agencies	

Agency Name:	COMMISSION ON MINORITY AFFAIRS	Fiscal Year 2017-2018
Agency Code:	L460	Section: 071
Accountability Report		

Partner Template			
Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
SC African American Heritage Commission	State Government	The CMA collaborates on issues of African American history curriculum being taught in SC schools and issues of African American historical sites being preserved.	3.2.2, 3.1.2, 4.2.1
Allen University	Higher Education Institute	Allen University provided two interns for the Spring 2017 Academic Calendar.	3.2.2, 5.1
Allen University	Higher Education Institute	Commenced collaborative plans to involve students as tutors for African American male students within Richland County.	3.2.6
Association for Economic Opportunity	Professional Organization	The Association for Economic Opportunity (AEO) is a national membership organization and voice of microbusiness development in the United States. They provide our State with guidance and support for an ecosystem dedicated to the advancement and support of our state's microenterprise development program(s) and other organizations in South Carolina that support micro business development.	4.3.4
BB&T	Private Business Organization	BB&T provides financial support for workshops and conferences supporting microenterprise development.	4.3.4, 3.2.2
Benedict College Small Business Development Center	Higher Education Institution	Co-sponsors our education and training program for business owners/entrepreneurs.	4.3.4, 3.2.2
BMW Corporation	Private Business Organization	Provides financial support for workshop and conferences that support microenterprises.	4.3.4, 3.2.2
Catawba Indian Nation	Federal Government	The Catawba Indian Nation is South Carolina's only Federally Recognized tribe. The Catawba Indian Nation serves on the Commission's Native American Advisory Committee and works with the Commission on various issues including youth, economic development, business, Indian Child Welfare Act, culture and grants.	2.1.4, 3.1.2, 3.2.2, 3.2.4, 4.3.4, 4.3.5, 4.4.1, 4.4.2, 4.4.3, 4.4.5
Charleston Metro Chamber of Commerce	Professional Organization	Co-sponsors of education and training classes for starting and maintaining a microbusiness offered to Charleston County and surrounding area's residents.	4.3.4, 3.2.2
Children's Trust of SC-State Data Team	Non-Governmental Organization	The Research Unit of the SC Commission for Minority Affairs partners with the Children's Trust of SC by serving as a research partner with the State Data Team. The purpose of the State Data Team is to develop a statistical framework for examining opportunities for children and families in South Carolina.	3.1.2, 4.1.1, 4.2.1

Circulo Hispanoamericano de Charleston	Professional Association	Circulo Hispanoamericano de Charleston is a nonprofit organization, established to nourish and promote Hispanic cultural heritage. The Commission is a member of the organization and we assist each other by bringing important messages to the community.	3.2.2, 3.3.1, 3.3.2
City of Charleston Lend Develop Create (LDC) Program	Local Government	The Charleston Lend Develop Create (LDC) program is able to provide a variety of loan programs that can assist with most needs a small business could have. In addition, they are structured to address the needs of underserved segments of the community and the LDC participates in many entrepreneurship activities with community resources, such as SCORE, the Small Business Development Center, the Women's Business Center and the SC Commission for Minority Affairs. The CMA provides technical assistance for those entities.	3.2.2, 4.3.4
City Of Columbia Office of Business Opportunities	Local Government	The Office of Business Opportunities has three divisions that are designed to help meet the needs of small, minority and women owned businesses in the City of Columbia: (1) Commercial Lending; (2) Technical Assistance, Education and Advocacy; and (3) Contractor and Supplier Diversity. Through these divisions, the city offers commercial loans, facade loans/grants, workshops and training, specifically for small businesses. The Commission has partnered with the city's Business Opportunities Office on various projects that promote micro and small business development. They have supported our business conferences in recent years by providing financial support as well as staff support.	3.2.2, 4.3.4
Community Relations Council	Non-Governmental Organization	We partner with the Columbia Community Relations Council to address pressing issues in the community as a whole, especially minority communities.	3.2.2, 3.2.7
Congressman Tim Rice's Office	Federal Government	The SC Commission for Minority Affairs-Native American Affairs Initiative is working to provide technical assistance as needed on various federal issues related to Native American Indians.	3.2.2, 2.2.1
Diabetes Initiative of South Carolina and Diabetes Advisory Council at DHEC	State Government	The Diabetes Advisory Council (DAC) was established through a partnership of the South Carolina Division of Diabetes Prevention and Control (SC DPCP), REACH US: SEA-CEED Program (Racial and Ethnic Approaches to Community Health) and the Diabetes Initiative of South Carolina (DSC). Members of the staff of the SC CMA (Marcy L. Hayden, Lee McElveen and Thomas J. Smith) have served on the DAC for years assisting in the creation of the DSC and the new statewide strategic plan. CMA staff has identified potential contracted services and partnerships in the future.	3.1.2, 3.2.2, 4.3.4

End Child Hunger SC (Under the auspices of the University of SC)	Higher Education Institute	The SC Commission for Minority Affairs-Native American Affairs Initiative is assisting with spreading the word about the Summer Food programs. End Child Hunger SC is a partner serving on the Native American Advisory Committee's Health, Wellness and Housing workgroup and is a partners for the Community Food Projects Grant for "Building Capacity for Tribal Food Sovereignty."	3.2.2, 4.3.5, 4.4.1,4.3.4
Federal Bureau of Investigation (FBI)	Federal Government	CMA Community Based Programs Coordinator and its Human Trafficking Initiative Program Coordinator participated in the 15 th Annual FBI Citizens Academy, which is an initiative designed to promote understanding, communication and cooperation between the FBI and South Carolina communities.	3.2.2, 5.1
Federal Emergency Management Agency (FEMA)	Federal Government	During the disasters over the last few years, the SC Commission for Minority Affairs-Native American Affairs Initiative has assisted with providing technical assistance to tribal communities, SC Emergency Management Division and FEMA to provide assistance to those affected. Two community tribal meetings were organized with FEMA for the Santee Indian Tribe to assist this community which had been greatly affected by flooding.	3.2.2, 3.3.1, 3.3.3, 3.3.4
Food Share (Under the auspices of the University of SC)	Higher Education Institute	The SC Commission for Minority Affairs-Native American Affairs Initiative is assisting with spreading the word about Summer Food and other programs. We assisted with piloting a Food Share program with the Pee Dee Indian Tribe. Food Share is a partner serving on the Native American Advisory Committee's Health, Wellness and Housing workgroup and is a partner for the Community Food Projects Grant for "Building Capacity for Tribal Food Sovereignty."	3.2.2, 4.3.5
Furman University	Higher Education Institute	The SC Commission for Minority Affairs-Native American Affairs Initiative was represented at the Diversity Leadership Initiative through Furman University. A capstone project with EdVenture Museum and Richland School District Two provided a free summer camp for students to improve their jobs skills. As a partner, the Commission hosted two summer interns and we presented at the camp. This will be an annual event.	3.2.2, 5.1.1
Greater Sumter Chamber of Commerce	Professional Organization	Co-sponsor of education and training classes for starting and maintaining a microbusiness offered to Sumter County and surrounding area's residents.	3.2.2

Hispanic Business Association (HBA)	Professional Association	The Hispanic Business Association exists to advocate, promote and support Hispanic entrepreneurs and business owners. We do this by supplying the education and resources necessary for creating prosperity and healthy communities through business ownership. The Commission assists the HBA with capacity building and with resources that will help grow their organization. The HBA has partnered with the community statewide participating in community forums.	3.2.2, 2.1.4
Hispanic-American Women's Association (HAWA)	Professional Association	The Hispanic-American Women's Association was formed with the purpose of uniting the Spanish speaking community of the Upstate of South Carolina, to organize activities that allow the Latin community to enjoy their language, culture and folklore, and to raise money to provide educational opportunities for students of Hispanic origin through scholarships. The Commission supports their work and they have helped us with our community forums and have helped us reach out to the community.	3.2.2, 3.3.1, 3.3.2
La Isla Magazine	Private Business Organization	La Isla Magazine is dedicated to serving the diverse Latino community in South Carolina and Northeast Georgia. The content of the magazine seeks to educate, integrate and empower the audience served by providing pertinent and current information about topics that readers care about. The CMA and La Isla Magazine collaborate often in an effort to disseminate information about and for the Hispanic/Latino community.	3.2.2, 2.1.4, 3.1.2
Latino Communications (LCCDC)	Professional Association	LATINO COMMUNICATIONS (LCCDC) is a community based, non-profit designated 501(c)(3) organization. They help to bridge the gap and remove barriers created by language, culture and economic differences. Their vision is to help low-to-moderate income families achieve financial stability and independence through financial literacy, education, job training and home-ownership workshops. They also seek to strengthen families and the greater community through arts and culture, family-friendly events, at-risk youth intervention programs and faith-based outreach activities. Service areas are: Kershaw, Lexington, Newberry, Richland and Saluda counties. The Commission serves on the LCCDC Board and works closely with them on a variety of programs that helps move our communities forward. The Commission has also assisted with several grant proposals by providing information and data.	3.2.2

Let's Talk Ad Hoc Committee Members and Hosts	State Government	The Commission and partners who organized the "Let's Talk Ad Hoc Committee" are addressing the issues of poverty state-wide through research, strategic planning and community partnerships. Members of the Ad Hoc Committee participated in the 2017 Working Together Works Ad Hoc Planning Committee meeting for the planning of the 2017 "Working Together Works" Poverty Summit: Forging New Pathways Out of Poverty. Members of this Committee are as follows: Goodwill Industries of Upstate/Midlands SC; SC Department of Education Office of Health & Nutrition, Operations and Support; USC Center for Research in Nutrition; Catawba Indian Nation; SC Head Start Collaboration Office; Children's Trust of SC; City of Columbia-Office of Business Opportunities; SC Department of Commerce; Midlands Technical College; Allen University; The Galilee Agency, Inc.; Hispanic Business Association (HBA); Community Relations Council; Richland County Sheriff's Department; SC Department of Education; SC Department of Transportation; IT-ology; SC Human Affairs Commission.	3.2.2, 4.4.1, 4.4.2, 4.4.3
Lighthouse for Life	Private Business Organization	Lighthouse for Life is an organization that provides services and restoration to victims of sex trafficking. The agency provided a speaker to share information regarding human trafficking with college students for the Human Trafficking Initiative's College Prevention Series.	3.4.5, 3.2.2
NAACP	Non-Governmental Organization	The CMA became a non-voting member to support worthwhile programs that promote the causes of African Americans in the State of South Carolina.	3.2.2
National Partnership for Action (NPA) to Eliminate Health Disparities-Regional Health Equity Council's (RHEC) All RHEC American Indian and Alaskan Native Caucus and Southeastern Health Equity Council-Region 4 (SHEC)	Federal Government	Southeastern Health Equity Council's (SHEC) purpose is to build collaboration and partnerships to achieve health equity in the Southeast region of the U.S. SCCMA's Native American Coordinator services as a founding member of the All RHEC AI/AN Caucus and former Chair of the Cultural Competence Committee. SC CMA received funding for two interns in 2014 and is applying for a 2016 intern. Additionally, CMA staff and interns wrote a Cultural Competence White Paper (published nationally 2017) and a National Cultural Competency Resource Guide (webinar launched April 2016). Funding opportunities through grants and partnerships are possible.	3.1.2, 3.2.2, 4.3.4
Office of the SC Secretary of State	State Government	Partnered with us in an effort to ensure compliance of state guidelines for Faith and Community Based organizations.	3.2.2, 3.2.1

PASOS	Non-Governmental Organization	Founded in 2005, PASOs helps the Latino community and service providers work together for strong and healthy families. PASOs provides culturally responsive education on family health, early childhood, and positive parenting skills. They also provide individual guidance for participants in need of resources, and partners with health care and social service organizations to help them provide more effective services. The Commission is currently partnering with PASOs to reach out to our communities to provide them with information pertaining to emergency preparedness.	3.2.2, 3.3.1, 3.3.2
PeekABoo PrettyGirl Foundation, Inc.	Private Business Organization	The Peekaboo Prettygirl Foundation, Inc. is an organization that uses physical health, fashion and beauty to promote self-value in young women. This organization provided a speaker to share information regarding self-worth to college students for the Human Trafficking Initiative's College Prevention Series.	3.4.5, 3.2.2
Polaris Project	Non-Governmental Organization	The Polaris Project is the National hotline for reporting human trafficking crimes. The Polaris Project and the Commission for Minority Affairs will create an MOU to share collected data regarding trends in sex and labor trafficking.	3.4.2, 3.4.3, 3.4.5, 3.2.2
Public Health Institute For Food and Nutritional Studies (Under the auspices of the University of SC)	Higher Education Institute	The SC Commission for Minority Affairs-Native American Affairs Initiative is assisting in spreading the word about Summer food programs. USC is a co-investigator for the Community Food Projects Grant for "Building Capacity for Tribal Food Sovereignty," and is a partner serving on the Native American Advisory Committee's Health, Wellness and Housing workgroup.	3.2.2, 4.3.5, 4.3.4
Richland County Human Trafficking Task Force	Local Government	Our Human Trafficking Program Coordinator is a member of the Anti-Human Trafficking Task Force for Richland County. She chairs the Prevention Committee for the task force.	3.4.2, 3.4.3, 3.4.5, 3.2.2
Richland County Sheriff Department	Local Government	Leads a collaborative to develop several approaches to community policing in African American Communities.	3.1.2, 4.2.1
Santee-Lynches Regional Council of Governments	Local Government	Co-sponsors of education and training classes offered to Sumter County and surrounding areas residents.	3.2.1, 3.2.2
SASS	Non-Governmental Organization	SASS Defense is an organization that provides self-defense training for children and adults with wide varieties of backgrounds. The CMA provided a speaker to share information regarding safe dating and self-defense to college students for the Human Trafficking Initiative's College Prevention Series.	3.4.5, 3.2.2
Sexual Trauma Services of the Midlands (STSM)	Non-Governmental Organization	The CMA provided a speaker to share information regarding sexual assault for college students as a part of the Human Trafficking Initiative's College Prevention series.	3.4.5, 3.2.2

South Carolina Department of Corrections (DOC)	State Government	The SC Commission for Minority Affairs-Native American Affairs Initiative has established a partnership with the Department of Corrections-Chaplain Services to provide cultural counseling for Native American (self-identified) inmates. The R.E.D-SC program was established in 2016 and is currently seeking volunteers to be trained to assist with the project.	3.2.2,3.2.3
South Carolina Appleseed Legal Justice Center	Non-Governmental Organization	South Carolina Appleseed Legal Justice Center is a forceful and respected advocate for low-income South Carolinians on issues such as housing, education, hunger, public benefits, domestic violence, immigration, health care and consumer issues. A representative from Appleseed Legal Justice serves on our Hispanic Advisory Committee and keeps us informed by providing updates on legislative issues pertaining to the immigrant community and low income families.	2.1.4, 3.2.2
South Carolina Association for Community Economic Development	Professional Organization	The South Carolina Association for Community Economic Development (SCACED) is a coalition of individuals and organizations that support the development of healthy and economically sustainable communities throughout South Carolina. They provide support, assistance and referrals to our microenterprise program.	4.3.4
South Carolina Association for Community Economic Development	Professional Association	A community development corporation (CDC) is a nonprofit corporation which has a primary mission of developing and improving low-income communities and neighborhoods through economic and related development; has activities and decisions initiated, managed, and controlled by the constituents of those local communities; has a primary function of developing projects and activities designed to enhance the economic opportunities of the people in the community served, including efforts to enable them to become owners and managers of small businesses and producers of affordable housing and jobs in the community served; is not a nonprofit organization with the sole purpose of providing housing to neighborhoods or technical assistance to other nonprofit organizations. Minority Affairs and the SCACED support each other's efforts by working together to bringing business education and training to low-to-moderate families and communities.	4.3.4, 5.1.1
South Carolina Association of Community Action Partnerships	Non-Governmental Organization	The Research Unit of the SC Commission for Minority Affairs partners with the SC Association of Community Action Partnerships by serving as a research partner with the SC Association of Community Action Partnerships. The purpose of this partnership includes collaborating with the Community Action Agencies on issues related to poverty and deprivation.	1.2.1, 3.1.2, 3.3.2, 4.3.4

South Carolina Coalition Against Domestic Violence and Sexual Assault (SCADVSA)	Non-Governmental Organization	CMA provided a speaker to share information regarding domestic violence to college students as a part of the Human Trafficking Initiative's College Prevention series.	3.4.1, 3.4.2, 3.4.5, 3.2.2
South Carolina Conference Of Black Mayors	Local Government	The Research Unit of the SC Commission For Minority Affairs partners with the SC Conference of Black Mayors in order to assist them with relevant research that can help their units of local government. To date, the Conference of Mayors does not have an entity that provides them with statistical data. The purpose of the partnership is to assist them as needed.	3.1.2, 4.3.3
South Carolina Department of Commerce	State Government	Provides support for workshops and conferences, and provides referrals to our microenterprise development program.	3.2.1, 3.2.2
South Carolina Department of Health and Environmental Control (DHEC)	State Government	The SC Commission for Minority Affairs-Native American Affairs Initiative is partnering with the Department of Health and Environmental Control-Emergency Preparedness Section to establish Tribal Emergency Managers while assisting tribes with developing emergency plans and conducting special health needs assessments. This partnership has been ongoing since 2015 and will continue through 2018 with an MOU. The MOU is currently on file.	3.2.2, 3.3.1, 3.3.3, 3.3.4
South Carolina Department of Revenue and Fiscal Affairs	State Government	The Research Unit of the SC Commission For Minority Affairs will partner with the SC Revenue and Fiscal Affairs in regards to identifying and collecting statistical data that is not available through the census.	1.1.1, 1.1.3, 2.1.2, 2.1.3, 3.1.2, 4.1.1
South Carolina Department of Social Services (DSS)	State Government	Partners with the Human Trafficking Initiative to distribute information about Human Trafficking and upcoming events. The Commission for Minority Affairs will work with the Department of Social Services on creating a prevention series event for foster care youth.	3.4.2, 3.4.3, 3.4.5, 3.2.2
South Carolina Department of Social Services (DSS)	State Government	The SC Commission for Minority Affairs-Native American Affairs Initiative has established a partnership with Department of Social Services to assist with compliance for the Indian Child Welfare Act in SC. A formal MOU was established with the Catawba Indian Nation in 2016 and as part of that MOU the Commission will be working with DSS to recruit state recognized tribal families for foster care and adoption. Additionally, we serve as an expert witness for Indian Child Welfare Act classes with Richland county. An MOU is in the draft stages with DSS.	3.2.2, 3.2.4, 4.3.4
South Carolina Dept. of Transportation Office of Business Development	State Government	Provides support for workshops and conference, and provides referrals to our microenterprise development program.	4.3.4, 3.2.2

South Carolina Emergency Management Division	State Government	The SCEMD leads the state emergency management program to minimize the loss of life and property from all hazardous events. Our Hispanic Program Coordinator, along with other Hispanic partners, translates and/or creates and distributes the products issued by the SCEMD, such as the Hurricane Guide, information about what to do in case of floods, etc., to warn members of the Hispanic community of how and what to do in case of an emergency. Staff serves as Public Information Officers to get information disseminated to minority communities.	3.1.2, 3.2.2, 3.3.1, 3.3.2, 3.3.3, 3.3.4
South Carolina Head Start Collaboration Office	State Government	The Research Unit of the SC Commission for Minority Affairs serves as a research partner with the SC Head Start Collaboration Office. This partnership includes the development of statistical data relevant to the ages 0 to 5 population currently impacted by poverty and deprivation. Research will also focus on early learning outcomes for this age group.	1.2.1, 3.1.2, 3.3.2, 4.3.4
South Carolina Hispanic Leadership Council	Professional Association	The mission of the South Carolina Hispanic Leadership Council (SCHLC) is to enhance the quality of life and quantity of services delivered to the Hispanic Community in South Carolina. The Commission partners with the Leadership Council to bring programs that address education among our Hispanic youth.	3.2.2
South Carolina Human Trafficking Task Force at SC Attorney General's Office	State Government	The SC Human Trafficking Task Force is a legislative appointed task force via the SC Attorney General's Office. The task force and the SC Commission for Minority Affairs will establish an MOU that will allow a partnership of data sharing and collaborative projects regarding the prevention and reporting of human trafficking incidences.	3.4.1, 3.4.2, 3.4.3, 3.4.5, 3.2.2
South Carolina Minority Enterprise Network (SCMEN)	Non-Governmental Organization	SCMEN provides entrepreneurs with access to business assistance and to micro-lending opportunities; helps microenterprise service providers expand their resources and builds capacity to serve the microenterprises; and advocates to build public awareness of the economic impact of microenterprise development in South Carolina. The Commission supports this network with the help of other stakeholders around the state.	4.3.4, 5.1, 3.2.2

South Carolina Minority Enterprise Network (SCMEN)	Non-Governmental Organization	SCMEN provides entrepreneurs with access to business assistance and to micro-lending opportunities; helps microenterprise service providers expand their resources and builds capacity to serve the microenterprises; and advocates to build public awareness of the economic impact of microenterprise development in South Carolina. The Commission started this network with the help of other stakeholders around the state. SCMEN is housed here at the Commission and is supported in part by the Commission to help develop an independent, fully functional organization. Minority Affairs has been the “title” sponsor for the SCMEN Micro Business Conference that takes place annually in June since its inception.	4.3.4, 5.1, 3.2.2
South Carolina Representative Garry Smith	State Government	The SC Commission for Minority Affairs-Native American Affairs Initiative is partnering with Representative Smith to provide technical assistance as needed on various state issues related to Native American Indians including several pending bills and concurrent resolutions.	3.2.2, 2.2.1, 4.3.4
South Carolina State University	Higher Education Institute	Commenced collaborative plans to involve student teachers as tutors for African American male students within Orangeburg School District.	3.2.6, 3.2.2
South Carolina Youth Suicide Prevention Initiative at SC Department of Mental Health	State Government	The initiative aims to reduce deaths by suicide and nonfatal suicide attempts among SC youth and young adults ages 10-24. The project will focus on increasing access to screening and mental health services, raising awareness through social media marketing, increasing protective factors through training across community domains, supporting clinicians and educators in implementing evidence-based interventions, utilizing safety plans in emergency departments, and strengthening statewide infrastructure. Within the overall focus population, SCDMH will focus on the subpopulations of those with Serious Mental Illness (SMI), justice system-involved, and LGBT youth. SC CMA’s Native American Coordinator will serve on this committee to assist in outreach and collaboration with Native American Indian communities, which have the highest youth suicide rate in the US. Additionally, contractual opportunities could arise from this collaboration.	3.1.2, 3.2.2, 4.3.4
State Chamber-Diversity Division	Professional Association	The CMA works with the SC Chamber to foster outreach programs among member companies to ensure diversity participation in job training and placement programs.	3.2.2, 3.3.1, 4.2.1

State Recognized Native American Indian Entities	Non-Governmental Organization	The State Recognized Native American Indian Entities are the Tribes, Groups and Special Interest Organizations recognized in the State of South Carolina. They are quasi-governmental non-profit entities that serve their respective tribal communities. The Tribes and Groups serve on our the Commission's Native American Advisory Committee and works with the Commission on various issues including youth, economic development, business, Indian Child Welfare Act, culture, legal, policy, community development, community needs and grants.	2.1.4, 2.3.1, 2.3.2, 2.3.3, 2.3.4, 3.1.2, 3.2.2, 3.3.3, 3.3.4, 4.4.2
Summer Food Program at the SC Department of Education	State Government	Children need healthy food all year long. During the school year, many children receive free and reduced-price breakfast and lunch through the School Breakfast and National School Lunch Programs. When schools are dismissed for the summer, many children are at risk of hunger. Lack of nutrition during the summer months may set up a cycle for poor performance once school begins and make children more prone to illnesses and other health issues. Summer Food Programs are designed to fill that nutrition gap and make sure children get the nutritious meals they need and deserve. SC CMA has collaborated with the Summer Food Program staff to conduct outreach to our communities and assist with identifying partnerships. CMA staff has identified the potential for contracted training and other services in the future.	3.2.2, 4.3.5, 4.4.1, 4.3.4
The Hive Community Circle	Private Business Organization	The Hive Community Circle is an organization that provides intervention to survivors of sexual assault and intimate partner violence through community and education. The Hive CC provided a speaker to share information regarding healthy relationships with college students as part of the agency's Human Trafficking Initiative's College Prevention Series.	3.4.5, 3.2.2
University of SC -Lancaster's Native American Studies Center	Higher Education Institute	The Native American Studies Center has been a partner with the SC Commission for Minority Affairs-Native American Affairs Initiative for over five years and has partnered on various projects regarding SC Native American Tribal Communities. Recently, the center hosted a "Let's Talk Session" and is partnering with the Commission to develop a Native American portal.	3.2.2, 4.4.2, 2.1.4
Urban League	Non-Governmental Organization	We collaborate with the youth program of Urban League to help reduce black on black crime through early intervention programs.	3.2.2, 3.2.7
US Department of Justice, Civil Rights Division	Federal Government	A representative from the CMA participates in the US Department of Justice Civil Rights Roundtable discussions concerning civil rights and put forth suggestions on how to manage civil rights violations.	3.2.2, 3.1.2, 4.2.1

US Dept of Agriculture-Rural Business Development	Federal Government	Fulfill requirements of the grant proposal to provide educational training, business management and technical assistance to rural parts of SC as identified in 29 counties with the expectation of creating at least 30 jobs.	4.3.1, 4.3.2, 4.3.3
US Senator Lindsey Graham's Office	Federal Government	The SC Commission for Minority Affairs-Native American Affairs Initiative is working collaboratively with Senator Graham's office to provide technical assistance as needed on various federal issues related to Native American Indians.	3.2.2, 2.2.1
US Senator Tim Scott's Office	Federal Government	We work with Senator Scott's staff who acts as a liaison for issues that require federal legislative intervention.	3.2.2
US Senator Tim Scott's Office	Federal Government	The SC Commission for Minority Affairs-Native American Affairs Initiative is working with Senator Scott's office to establish a tribal specific/ Native American outreach program with Historically Black Colleges and Universities' of South Carolina. We also provide technical assistance as needed.	3.2.2, 3.2.3, 2.2.1
US Small Business Administration	Federal Government	Provides support for our microenterprise program through collaborations, partnerships, conference planning and support, financial support for the education/training and business development programs and provides technical assistance with outreach.	3.2.2, 4.3.4
Wells Fargo Bank	Private Business Organization	SC CMA partners with Wells Fargo to provide education and training for entrepreneurs, particularly minorities and other disenfranchised groups. Wells Fargo has supported our Micro Business Development Program by providing financial support for various programs organized and coordinated by CMA. Additionally, Wells Fargo Bank has financially supported our annual Micro Business conference	3.2.2, 4.3.4

Agency Name:	COMMISSION ON MINORITY AFFAIRS	Fiscal Year 2017-2018
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Agency Code:	L460	Section:	071	Accountability Report
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Report and External Review Template								
Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	External Review and Report	Agency Accountability Report	SC Department of Administration	State	Annually	9/15/2017	This report contains our agency's mission and objectives to accomplish the mission and performance measures that show the degree to which objectives are being met. It contains key program area descriptions and expenditures and links these to key financial and performance results measures.	Online
2	External Review and Report	Operating and Capital Budget	SC Governor's Office	State	Annually	9/15/2017	Request for annual operating and capital budget needs for the next fiscal year	Online
3	External Review and Report	Information Technology and Information Security Plan	SC Division of Technology Services	State	Annually	10/1/2017	Data collection and survey to meet the IT information security and data privacy reporting requirements	Contact State DTO Office
4	External Review and Report	Rural Business Enterprise Grant (RBEG)	United States Department of Agriculture (USDA)	Federal	Annually	August 30, 2018		FOIA Request
5	External Review and Report	Schedule of Expenditures of Federal Awards	SC Office of the State Auditor	State	Annually	8/15/2017	A report (schedule) of the expenditures of agency federal awards for the fiscal year.	Available from the State Auditor
6	External Review and Report	IT Data Collection Report	SC Department of Administration	State	Annually	8/1/2017	Information technology budget for this agency	State IT Office
7	External Review and Report	Legislative Oversight Committee Report	SC Legislative Oversight Committee	State	Annually	9/29/2017	Intensive review of all agency practices and operations	Online
8	External Review and Report	Fiscal yearend closeout reports	SC State Comptroller General	State	Annually	Varied after fiscal year end	G.A.A.P. reporting of agency financial status at fiscal year end	Online
9	External Review and Report	Community Food Projects Grant (CFP)	United States Department of Agriculture (USDA)	Federal	Annually	12/31/18	This report will provide the following information to the USDA: amount of expenditures, running balance of authorized funds, remaining balances of funds, supporting documentation, activities and goals achieved, and reporting on the project objectives.	FOIA Request