

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100



## Fiscal Year FY 2024-2025

## Agency Budget Plan

### FORM A - BUDGET PLAN SUMMARY

<b>OPERATING REQUESTS</b> <i>(FORM B1)</i>	<b>For FY 2024-2025, my agency is (mark "X"):</b>	
	<input checked="" type="checkbox"/>	Requesting General Fund Appropriations.
	<input checked="" type="checkbox"/>	Requesting Federal/Other Authorization.
	<input type="checkbox"/>	Not requesting any changes.

<b>NON-RECURRING REQUESTS</b> <i>(FORM B2)</i>	<b>For FY 2024-2025, my agency is (mark "X"):</b>	
	<input type="checkbox"/>	Requesting Non-Recurring Appropriations.
	<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
	<input checked="" type="checkbox"/>	Not requesting any changes.

<b>CAPITAL REQUESTS</b> <i>(FORM C)</i>	<b>For FY 2024-2025, my agency is (mark "X"):</b>	
	<input checked="" type="checkbox"/>	Requesting funding for Capital Projects.
	<input type="checkbox"/>	Not requesting any changes.

<b>PROVISOS</b> <i>(FORM D)</i>	<b>For FY 2024-2025, my agency is (mark "X"):</b>	
	<input checked="" type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
	<input type="checkbox"/>	Only requesting technical proviso changes (such as date references).
	<input type="checkbox"/>	Not requesting any proviso changes.

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

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
<b>PRIMARY CONTACT:</b>	Kenneth C. Braddock	(803) 299-4445	kenneth.braddock@scmd.sc.gov
<b>SECONDARY CONTACT:</b>	Cynthia Smith	(803) 299-2031	cynthia.smith@scmd.sc.gov

I have reviewed and approved the enclosed FY 2024-2025 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

<b>SIGN/DATE:</b> <b>TYPE/PRINT NAME:</b>	<u>Agency Director</u>	<u>Board or Commission Chair</u>
	MCCARTY.ROY.VAN.1058856807 Digitally signed by MCCARTY.ROY.VAN.1058856807 Date: 2023.09.20 13:34:00 -04'00'	
	MG R. Van McCarty	

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

### Fiscal Year 2024-2025 Executive Summary

<b>Agency Code:</b>	E240
<b>Agency Name:</b>	Adjutant General's Office
<b>Section:</b>	100

Agency Priority	Request Type	Title	General Dollars	Federal Dollars	Earmarked Dollars	Restricted Dollars	Total Dollars	General FTEs	Federal FTEs	Earmarked FTEs	Restricted FTEs	Total FTEs
1	C - Capital	SCEMD – State EOC Expansion	\$6,251,000	\$14,500,000	\$0	\$0	\$20,751,000	0.00	0.00	0.00	0.00	0.00
2	B1 - Recurring	Increase in Armory Revitalization Funding	\$3,300,000	\$3,300,000	\$0	\$0	\$6,600,000	0.00	0.00	0.00	0.00	0.00
3	B1 - Recurring	Increase in IT Salaries	\$72,821	\$0	\$0	\$0	\$72,821	0.00	0.00	0.00	0.00	0.00
4	B1 - Recurring	Grants Coordinator II	\$90,000	\$0	\$0	\$0	\$90,000	1.00	0.00	0.00	0.00	1.00
5	B1 - Recurring	Accountant/Fiscal Analyst	\$90,000	\$0	\$0	\$0	\$90,000	1.00	0.00	0.00	0.00	1.00
6	B1 - Recurring	Applications Developer II	\$102,000	\$0	\$0	\$0	\$102,000	1.00	0.00	0.00	0.00	1.00
7	B1 - Recurring	Attorney VI	\$203,000	\$0	\$0	\$0	\$203,000	1.00	0.00	0.00	0.00	1.00
8	B1 - Recurring	Increase in Funding for Facility Insurance Coverage	\$200,000	\$0	\$0	\$0	\$200,000	0.00	0.00	0.00	0.00	0.00
9	B1 - Recurring	Increase in IT Expenses	\$400,000	\$0	\$0	\$0	\$400,000	0.00	0.00	0.00	0.00	0.00
10	B1 - Recurring	SC LEAP Funding	\$20,000	\$0	\$0	\$0	\$20,000	0.00	0.00	0.00	0.00	0.00
11	B1 - Recurring	State Guard – Microsoft 365 Licenses	\$80,000	\$0	\$0	\$0	\$80,000	0.00	0.00	0.00	0.00	0.00
<b>Subtotal:</b>			<b>\$10,808,821</b>	<b>\$17,800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,608,821</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	2
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Increase in Armory Revitalization Funding</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<p><b>General: \$3,300,000</b></p> <p><b>Federal: \$3,300,000</b></p> <p><b>Other: \$0</b></p> <p><b>Total: \$6,600,000</b></p>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	0.00
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<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 #	

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

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective #2 - Maintain trained and ready forces for the defense of our country and emergency support of our communities by investing in innovative individual and collective training opportunities and world-class facilities.</p> <p>Use of these funds will be evaluated through use of the National Guard Bureau Installation Status Report.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Armory Operations – Armory Revitalizations
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**RECIPIENTS OF FUNDS**

These funds would be disbursed in support of Armory Revitalization projects in accordance with the processes and procedures as outlined in the State Procurement Code.

*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 Office of the Adjutant General requests an increase of \$3.3 Million in Recurring appropriations beginning in State Fiscal Year (FY) 2024-2025 for Armory Revitalizations.

The costs of construction have increased over the past three years and are projected to reach a total 30% increase by FY25. The Agency is currently appropriated \$2.55 million of Recurring Operating Budget for Armory Revitalizations. This request would raise the recurring Armory Renovations budget level to \$5.8 Million. With this recurring funding, the Agency will be able to more efficiently address current and on-going facility revitalizations.

The Office of the Adjutant General has instituted a multi-year phased revitalization program refurbish approx. two Readiness Centers each year. The total revitalization process for each Readiness Center takes approx. 3 years from design through completion of construction. As a result, the Agency has revitalized 6 of its Readiness Centers with 4 others in process of design or construction.

Most Readiness Centers are in various levels of disrepair, and several have exceeded their service life. Previously, the Agency attempted to address the issue through annual requests for Non-Recurring Capital Project Funds. Although this was fairly successful in the past, the unpredictability of the Non-Recurring funds places at risk the Agency's ability to coordinate Federal matching funds.

Having access to recurring, predictable funding will enhance the Office of the Adjutant General's ability to gain Federal matching dollars from the National Guard Bureau for the planned Armory Revitalization projects. If available and allocated, Federal matching dollars can provide a 50/50 cost share of the projects' expenses up to the limits of the State and/or Federal dollars.

Failure to provide funding for the Armory Revitalization projects will further increase the backlog of deferred maintenance of the Readiness Centers which will inhibit the Agency's ability to respond to State and/or Federal requests for assistance as well as place in danger the Agency's ability to provide a safe and secure environment for its Service Members, employees and the public.

Completion of the planned, on-going Armory Revitalization projects is expected to systematically extend the useful lives of the Agency's existing Readiness Centers by another 20 years.

*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:	Adjutant General's Office		
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## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>3</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Increase in IT Salaries</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$72,821</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$72,821</b>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>0.00</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<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 #	

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

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 1 - Promote a cohesive, disciplined, and resilient organizational culture, where our people are trained, knowledgeable, and mentor each other in a positive, supportive environment.</p> <p>Use of these funds will be evaluated through the Employee Performance Evaluation System.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Administration – Classified Positions (\$21,100)
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**RECIPIENTS OF FUNDS**

Office of the Adjutant General – Emergency Preparedness – Classified Positions (\$29,821)

Office of the Adjutant General – Employee Benefits – Employer Contributions (\$21,900)

*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 Office of the Adjutant General requests the allocation of recurring funding to support providing salary adjustments for specified Agency IT employees identified by the State Human Resources Division’s (State HRD) review of the Agency’s organizational structure and pay.

The State HRD identified an Agency issue with IT personnel being paid significantly lower than the State average. State HRD identified issues with the salary levels in 7 of the Agency’s 9 IT positions. Of those 7, only 3 were FTEs whose salaries are funded by State appropriated funds.

As pertains to the 3 State funded FTEs, State HRD recommended the following:

<u>Class Code</u>	<u>Org</u>	<u>SHRD % Increase</u>	<u>\$ Increase</u>	<u>Fringe %</u>	<u>Fringe Increase</u>	<u>Total Increase</u>
AM55	State Ops	27.98%	\$ 21,100.00	43%	\$ 9,075.00	\$ 30,175.00
AM55	EMD	27.82%	\$ 19,426.00	43%	\$ 8,355.00	\$ 27,781.00
AM81	EMD	15.00%	\$ 10,395.00	43%	\$ 4,470.00	\$ 14,865.00
			\$ 50,921.00		\$ 21,900.00	\$ 72,821.00

The Agency does not have existing funding to address this need.

Failure to provide the requested funding would impact the ability of the Agency to **retain and recruit competent, trained IT professionals.**

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	4
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Grants Coordinator II</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$90,000</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$90,000</b>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	1.00
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input 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 #	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<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	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 1 - Promote a cohesive, disciplined, and resilient organizational culture, where our people are trained, knowledgeable, and mentor each other in a positive, supportive environment and #2 - Maintain trained and ready forces for the defense of our country and emergency support of our communities by investing in innovative individual and collective training opportunities and world-class facilities.</p> <p>Use of these funds will be evaluated through the Employee Performance Evaluation System and review of timeliness of advance payments and liquidations to the State by the Federal Government.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Administration – Classified Positions (\$63,000)
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**RECIPIENTS OF FUNDS**

Office of the Adjutant General – Employee Benefits – Employer Contributions (\$27,000)

*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 Office of the Adjutant General requests the allocation of one (1) FTE position and the funding to support establishing an additional Grants Coordinator II position in the Agency's Cooperative Agreements (Grants) Section. The position would be used in the Cooperative Agreements Section to assist in the development, preparation, validation and submission of the monthly requests for Advance Payments and Liquidations, and the annual Grant Closing Packets for Federal funding of the Cooperative Agreements Program, and the subsequent process tracking.

The Section is currently struggling to conduct this mission with only 2 employees. Over the past 3 years, the administrative requirements for developing and submitting the Advance and Liquidation Packets has increased by approx. 65%. In addition, there has been a 10% increase in the number of Federal Cooperative Agreement Programs (Appendices). The two personnel in this Section are routinely working additional hours to include weekend hours to meet the required suspense's for the financial documentation. In addition, the Agency is over two years behind in closing out prior year grant packages for the Cooperative Agreement Programs.

Approximately 80% of the Agency's workforce are Grant Employees who work through grants from the Army and Air National Guard to support those Federal programs. The Agency (and State) is provided funding for those employees and their programs costs through monthly advances by the Federal Government, and those funds are liquidated through a series of monthly liquidation packets processed through the Federal Government. This process requires the development, preparation, validation and submission of at least 38 funds packets each month. The Section reviews and validates over 40 Travel Authorizations and Travel Reimbursement Requests each month that are submitted in support of the Cooperative Agreement Program. The Section develops, prepares, validates and submits Advance, Liquidation and Closing Packets on all State/Federally cost shared construction projects executed for the National Guard. In addition, the Section also develops and executes Closing Packets for 19 Cooperative Agreement Grants each year.

Failure to provide the funding would result in the State not receiving the required advance funding from the Federal Government in a timely manner to offset the costs for the Cooperative Agreement Program and to support its operations, and would place the jobs of the affected Grant employees in jeopardy. Failure to close the prior year grants in a timely manner puts the Agency and State at risk of the Federal Government not providing reimbursement for the expenses.

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



Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	5
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	Accountant/Fiscal Analyst
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<p><b>General: \$90,000</b></p> <p><b>Federal: \$0</b></p> <p><b>Other: \$0</b></p> <p><b>Total: \$90,000</b></p>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	1.00
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input 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 #	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<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	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 1 - Promote a cohesive, disciplined, and resilient organizational culture, where our people are trained, knowledgeable, and mentor each other in a positive, supportive environment.</p> <p>Use of these funds will be evaluated through the Employee Performance Evaluation System.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Administration – Classified Positions (\$63,000)
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**RECIPIENTS OF FUNDS**

Office of the Adjutant General – Employee Benefits – Employer Contributions (\$27,000)

*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 Office of the Adjutant General requests the allocation of one (1) FTE position and the funding to support establishing an Accountant/Fiscal Analyst position in the Budget & Finance Department.

The implementation of the accounting and reporting requirements of the Governmental Accounting Standards Board (GASB) 87 (Leases) & 96 (Subscription-Based Information Technology Arrangements) standards, along with the associated Subscription Based Information Technology Agreements (SBITA) requirements, has exceeded the capability of the Agency’s 5-person Budget & Finance Department. In addition, the level of justification and supporting documentation required by FEMA for reimbursement requests due to disaster operations has continued to increase. Both of these situations are severely impacting the ability of the Budget & Finance Department’s ability to perform its core financial support functions for the Agency and its employees.

The new Accountant/Fiscal Analyst position would provide the following support services:

- Serves as Project Accountant for coordination of financial actions to support Agency facility construction, revitalization and maintenance projects for the agency. Creates, maintains and closes projects in coordination with SCEIS. Moves cash and budget as necessary in coordination with the Capital Budget Office approvals.
- Serves as Lease Accountant for coordination of the processes on leases for the Agency and ensures compliance with GASB87 and GASB96 standards along with the associated Subscription Based Information Technology Agreements (SBITA) requirements. Creates and maintains lease documentation and lease calculator and creates necessary documents and calculators for the agencies SBITAs.
- Provides supporting documentation and reconciles State Active Duty reconciliations with FEMA and SCEMD's SAD and EMAC coordinator and performs entries to FEMA's Grants Portal and SCEMD's Recovery Grants Portal.
- Coordinates and preforms the Agency's Month End Close Checklist and State Fiscal Year End Close. Performs Quarterly general ledger reviews for Real Estate, Information Technology, and Leased Assets and Subscription Based Information Technology Agreements (SBITA).

Failure to provide the funding would result in the Agency being unable to ensure the timely and necessary Budget & Finance support while meeting the requirements of GASB 87 & 96 along with the associated Subscription Based Information Technology Agreements (SBITA) requirements.

The Agency does not have an existing vacancy or qualified staff available to address this need.

*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:	Adjutant General's Office		
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## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>6</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Applications Developer II</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$102,000</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$102,000</b>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>1.00</b>
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*Please provide the total number of new positions needed for this request.*

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

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

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 1 - Promote a cohesive, disciplined, and resilient organizational culture, where our people are trained, knowledgeable, and mentor each other in a positive, supportive environment.</p> <p>Use of these funds will be evaluated through the Employee Performance Evaluation System.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Administration – Classified Positions (\$71,000)
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**RECIPIENTS OF FUNDS**

Office of the Adjutant General – Employee Benefits – Employer Contributions (\$31,000)

*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 Office of the Adjutant General requests the allocation of one (1) FTE position and the funding to support establishing an Applications Developer II position in the Information Technology (I.T.) Section.

Due to increasing Federal cyber security requirements and restrictions, the National Guard's IT Manager has informed the Agency that near-term cyber security restrictions will not allow the State to continue to piggyback off the current Federal I.T. infrastructure. The Agency is in the process of moving its State IT operations off the National Guard's Federal I.T. network which is causing increasing challenges in ensuring the State employees have access and support to the needed systems required to perform basic HR, financial and procurement operations.

The new Applications Developer would provide the following support services which are currently provided by the National Guard I.T. Department:

- Active Directory Support – Provide technical support to users and user accounts; maintain the creation of domain; develop/implement Group Policy Object (GPO) to optimize tedious work tasks for various user simultaneously; organize user accounts within organizational units; ensure precautionary steps are in place for disasters while having recovery strategies on standby.
- Database Administration – Install and maintain the performance of database servers while setting/maintaining standards; manage database access and develop processes for optimizing database security.
- I.T. Help Desk Support – Provide first level contact and convey resolutions to end users issues by tracking, routing and properly escalating unresolved queries to senior management for next level support.
- Network Migration Assistance – Assist in moving data and programs from Federal network to statewide network in efforts for state end users to utilize a totally new/independent network; extend the existing State network with add on systems.
- Office 365/ Shared Mailboxes Management – Create user accounts; assign licenses; manage user properties as well as user views, mailbox delegation, manage passwords expiration policies, manage service requests; monitor system service health.
- Disaster Pay System Monitoring/Updating – Provide programming and necessary updating to the Defense Support to Civilian Authorities Web (DSCA Web) system which is the system used by the Agency to pay National Guard (NG) personnel who are on State Active Duty. The system integrates into and pulls data from the Defense Finance Accounting System (DFAS) to ensure the activated NG personnel are being paid in accordance with State law.
- Web Applications Monitoring/Updating – Monitor and update web applications for current content (files and forms), 404 errors that may result in server redirection and overall functionality of web applications.
- Server Systems Support – Provide administration and troubleshooting of Microsoft (MS) Active Directory, GPOs and related MS Technologies, troubleshoot Windows server systems TCP/IP WAN network, including DHCP, DNS and related technologies; research and development server security in accordance to business needs and industry best practices regarding privacy, security and regulatory compliance.

Failure to provide the funding would result in the Agency being unable to ensure the timely and necessary I.T. support required to provide effective and secure use of the Agency's I.T. network.

The Agency does not have an existing vacancy or qualified staff available to address this need.

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	7
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	Attorney VI
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<p><b>General: \$203,000</b></p> <p><b>Federal: \$0</b></p> <p><b>Other: \$0</b></p> <p><b>Total: \$203,000</b></p>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	1.00
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input 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 #	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<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	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 1 - Promote a cohesive, disciplined, and resilient organizational culture, where our people are trained, knowledgeable, and mentor each other in a positive, supportive environment and #2 - Maintain trained and ready forces for the defense of our country and emergency support of our communities by investing in innovative individual and collective training opportunities and world-class facilities.</p> <p>Use of these funds will be evaluated through the Employee Performance Evaluation System.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Administration – Classified Positions (\$140,000)
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**RECIPIENTS OF FUNDS**

Office of the Adjutant General – Employee Benefits – Employer Contributions (\$63,000)

*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 Office of the Adjutant General requests the allocation of one (1) FTE position and the funding to support establishing an Attorney VI position on the staff of the Adjutant General of South Carolina.

The Agency’s need for a dedicated legal professional has continued to grow with the increase in the complexity and frequency of State legal requirements. The responsibility of this individual would include:

- Serve as the primary legal advisory to the Adjutant General and would provide legal advice and other legal services to the Adjutant General and key staff for state law matters.
- Liaison and coordination with other State Agency leaders, attorneys and outside counsel, relating to activities and decisions of the Office of the Adjutant General.
- Review and drafting proposed statutory, regulatory and policy documents regarding agency operations. Provide advice and guidance regarding implementation of regulations, policy memoranda, and other documents governing day-to-day operation of the Office of the Adjutant General.
- Review and draft proposed real estate documents and other documents (agency-to-agency leases, other land use agreements, rental agreements, permits, interagency agreements or contracts, interagency memoranda of understanding, and other document-types).
- Review of all proposed changes to Federal-State cooperative agreements, cooperative agreement appendices, and other documents that affect Federal-State cost sharing for operations of the South Carolina National Guard and Office of the Adjutant General.
- Provide legal input and expertise relating to the Adjutant General’s Office risk management program and insurance-related activities.

This request is supported by the Office of the South Carolina Attorney General.

Failure to provide the funding would result in the Agency not receiving the needed legal review and advice needed to mitigate the potential legal risks to the Agency, the Adjutant General and the State.

The Agency does not have an existing vacancy or qualified staff available to address this need

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	8
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Increase in Funding for Facility Insurance Coverage</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<p><b>General: \$200,000</b></p> <p><b>Federal: \$0</b></p> <p><b>Other: \$0</b></p> <p><b>Total: \$200,000</b></p>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	0.00
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<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 #	

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

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective #2 - Maintain trained and ready forces for the defense of our country and emergency support of our communities by investing in innovative individual and collective training opportunities and world-class facilities.</p> <p>Use of these funds will be evaluated through coordination with the Insurance Reserve Fund</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

	Office of the Adjutant General – Administration – Other Operating Expenses (\$25,000)
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**RECIPIENTS OF FUNDS**

Office of the Adjutant General – Armory Operations – Other Operating Expenses (\$175,000)

*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 Office of the Adjutant General requests the allocation of \$200K in recurring funding to support providing 100% insurance coverall for all buildings, facilities and property owned or leased by the Office of the Adjutant General.

The Office of the Adjutant General is not funded to the level necessary to provide the mandated insurance coverage as required by SC Code Title 10, Chapter 7. There are no Federal funds available to support funding the coverage. The National Guard is currently and historically underfunded for facilities maintenance and operations funding, and is not allocated Federal funding for insurance (the Federal Government is self-funded for insurance).

The Adjutant General is the custodian and manager for most of the State-owned or State-leased National Guard facilities in this State pursuant to specific statutory authority (See SC Code Title 25, Chapter 1, Articles 13 & 11).

State law mandates that the Adjutant General insure all public buildings under his care and custody (See SC Code Title 10, Chapter 7) and that the amount of the required insurance (building "value") be calculated using a current appraised value of the building.

The Agency currently only has the funding capability to 100% insure a total of 69 facilities, ancillary buildings and additional high cost equipment (assets). There are another 156 ancillary buildings (various types of storage buildings, vehicle storage sheds, hazardous/ flammable material storage buildings, vehicle storage/maintenance buildings, etc.), property (to include artwork) and other pieces of equipment that are uninsured.

Failure to provide the funding would result in the Agency and the Adjutant General continuing to be in violation of legislations and the State's facilities and equipment being underinsured.

**The Agency does not have an existing available funding to address this need.**

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	9
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	Increase in IT Expenses
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<p><b>General: \$400,000</b></p> <p><b>Federal: \$0</b></p> <p><b>Other: \$0</b></p> <p><b>Total: \$400,000</b></p>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	0.00
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*Please provide the total number of new positions needed for this request.*

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

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

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 2 - Maintain trained and ready forces for the defense of our country and emergency support of our communities by investing in innovative individual and collective training opportunities and world-class facilities.</p> <p>Funding will used offset the increasing costs necessary to maintain, support, protect and upgrade the Agency IT network infrastructure necessary to support State operations and employees.</p> <p>Evaluation of this funding will be done through assessment of network and IT equipment availability and uptime.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF</b>	Office of the Adjutant General – Administration – Other Operating Expenses
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**FUNDS**

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

**JUSTIFICATION OF REQUEST**

The Office of the Adjutant General requests the allocation of \$400K in recurring funding to offset the increasing costs required to maintain, support, protect and upgrade the Agency IT network infrastructure necessary to support State operations and employees.

The costs of maintaining, operating and protected the Agency IT network has continued to grow and is expected to exceed \$400K by FY27. The costs for software updates, IT systems service and support, virus protection and firewalls, and Cyber insurance alone are currently over \$275K and are projected to increase to over \$355K by FY27. Normal life cycle replacement costs for computers, servers and firewalls would add another approx. \$75K per year.

This request is 100% State funding.

Failure to fund the requirement could result in the Agency losing the ability to connect to the internet and disrupt its ability to provide support to its employees and the State.

The Agency does not have adequate existing funding to address this need.

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>10</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>SC LEAP Funding</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$20,000</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$20,000</b>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>0.00</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<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 #	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<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	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 1 - Promote a cohesive, disciplined, and resilient organizational culture, where our people are trained, knowledgeable, and mentor each other in a positive, supportive environment.</p> <p>Use of these funds will be evaluated through the Employee Performance Evaluation System.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF</b>	Office of the Adjutant General – Administration – Other Personnel Expenses (\$20,000)
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**FUNDS**

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

**JUSTIFICATION OF REQUEST**

The Office of the Adjutant General requests an increased allocation of \$20K in recurring funding to continue its support the South Carolina Law Enforcement Assistance Program (SC LEAP).

As a part of the FY 2017-18 Budget Bill, the Office of the Adjutant General was allocated \$64,500 in recurring Other Personnel Expenses funds to support the Agency's annual shared cost of the SC LEAP. By FY23, the Agency cost share has risen to \$76,122 and is projected to be at least \$79,828 in FY 24 based on the approved statewide employee pay increase. This is an 18% increase in annual cost share since the program's inception.

SCLEAP provides a 24-hour service to South Carolina Law Enforcement agencies statewide. The five participating Agencies include South Carolina Law Enforcement Division, South Carolina Department of Natural Resources, South Carolina Department of Public Safety, South Carolina Department of Probation, Parole, and Pardon Service, and the Office of the Adjutant General. The program is managed by SLED and each Agency is responsible for 1/5 of the salaries.

SCLEAP programs and services include:

- Critical Incident Stress Management Training
- Post Critical Incident Seminar
- Alcohol rehabilitation services
- Suicide intervention and prevention training
- Post Deployment Programs

The Agency can no longer continue to self-fund the increases in program support without decrementing other critical programs. Failure to provide the funding would result in a reduction in the multi-agency program's ability to meet the statewide mental health needs of the law enforcement and Military Department personnel in the State.

**The Agency does not have the existing funding address this need.**

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>11</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>State Guard – Microsoft 365 Licenses</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$80,000</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$80,000</b>
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*What is the net change in requested appropriations for FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>0.00</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input checked="" type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" 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 #	

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

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request supports the Office of the Adjutant General's Strategic Objective # 2 - Maintain trained and ready forces for the defense of our country and emergency support of our communities by investing in innovative individual and collective training opportunities and world-class facilities</p> <p>Use of these funds will be evaluated through assessment of State Guard training and deployment readiness.</p>
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*What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF</b>	Office of the Adjutant General – State Guard – Other Operating Expenses
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**FUNDS**

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

**JUSTIFICATION OF REQUEST**

The Office of the Adjutant General requests recurring funding to support annual subscription service for approximately 500 Microsoft 365 licenses through the established state contract.

This request is 100% State funding.

Failure to provide the funding would result in the State Guard being hindered in their ability to maintain email communications and document retention as well as conduct Teams meetings to include weekly staff planning.

*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:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM C – CAPITAL REQUEST**

<b>AGENCY PRIORITY</b>	1
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	SCEMD – State EOC Expansion
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	\$20,751,000
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*How much is requested for this project in FY 2024-2025? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>CPIP PRIORITY</b>	Plan Year: 2025 CPIP Priority: 28 of 54 1st Year Included: 2022
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*Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.*

<b>OTHER APPROVALS</b>	The Agency must obtain approval of the following:  <ul style="list-style-type: none"> <li>• A-1, JBRC &amp; SFAA</li> <li>• OSE</li> </ul>
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*What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)*

<b>LONG-TERM PLANNING AND SUSTAINABILITY</b>	This project was submitted and recommended for funding by AccelerateSC with American Rescue Plan but was not funded.  In August 2023, SCEMD received \$7.5M in Federal funding from DHS/FEMA's EOC Construction Grant Program. In August of 2024, SCEMD is projected to receive an additional \$7.0M in Federal funding. The total project is estimated to cost \$20.7M.  The Agency is requesting a total funding of \$6.251M (\$5.5M for State matching funds and \$751K for additional estimated costs).  The expected useful life for this new construction is 50 years.
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*What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital improvement?*

	The Office of the Adjutant General requests State funding in the amount of \$6.251M to fund the expansion of the State Emergency Operations Center (SEOC) which includes expansions of the SC National Guard's Joint Operations Center (JOC), additional office space for the South Carolina Emergency Management Division (SCEMD), and increased facility parking.  The estimated cost for this project is \$20.751M for one-time costs, and approximately \$78K annually for utilities.						
	<table style="margin-left: auto; margin-right: auto;"> <tr> <td>Total Contractor Cost</td> <td>\$14,990,000</td> </tr> <tr> <td>Overhead/profit (10%)</td> <td>\$1,499,000</td> </tr> <tr> <td>Contingency (10%)</td> <td>\$1,499,000</td> </tr> </table>	Total Contractor Cost	\$14,990,000	Overhead/profit (10%)	\$1,499,000	Contingency (10%)	\$1,499,000
Total Contractor Cost	\$14,990,000						
Overhead/profit (10%)	\$1,499,000						
Contingency (10%)	\$1,499,000						

## SUMMARY

Engineering Fees (12%) \$2,158,560

3rd Party Inspect (include CMI) (3%) \$604,397

**Total Estimated Cost: \$20,750,957**

This estimate assumes a cost of \$689 per square foot (all-inclusive estimate) and includes expansion of the SEOC and National Guard JOC, increased media briefing space, and a parking lot increase from 378 spaces to 430 spaces (+ 52 spaces). The project increases SEOC seating by 134 seats for the State Emergency Response Team (SERT) and accommodates 5 support contract personnel, 4 EMAC personnel and 15 FEMA staff. The project also includes sleeping facilities for NG JOC continuous staffing and additional staff workspaces to support long-term response operations. The facility expansion project increases the facility's square footage from 37,000 square feet to approximately 66,000 square feet.

The SEOC and JOC provides the locations for the coordination of State-level responses to emergencies and disasters affecting the State and its residents. The facility renovation ensures the SEOC is capable of supporting staff requirements to continuously respond to large disasters, enhances the JOC's ability to support the National Guard's ever-increasing role in emergency response operations, and provides the SCEMD staff with adequate space to support daily recovery, mitigation and preparedness actions.

Currently, the lack of space in the SEOC and JOC during disasters has a detrimental effect on the ability of the SERT to effectively and efficiently coordinate the State's response and to provide support to the counties.

There are no other suitable alternatives available to accommodate this need.

Failure to provide funding will result in forfeiting the \$14,500,000 grant

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



Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	100.05
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*Cite the proviso according to the renumbered list (or mark "NEW").*

<b>TITLE</b>	Educational Seminar Revenue
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*Provide the title from the renumbered list or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	Administration
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.*

<b>REQUESTED ACTION</b>	Delete
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	N/A
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>The Office of the Adjutant General does not conduct educational seminars; and does not collect revenues from the training it provides to various entities across the State.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

**FISCAL IMPACT**

This Proviso should be financially neutral.

*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

**PROPOSED  
PROVISO TEXT**

~~100.5. (ADJ: Educational Seminar Revenue) All revenue earned from educational seminars shall be retained by the agency to be used for the printing of materials and other expenses related to conducting the seminars. The balance of funds shall be reported annually to the General Assembly.~~

*Paste existing text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	100.14
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*Cite the proviso according to the renumbered list (or mark "NEW").*

<b>TITLE</b>	Disasters Expenditure Status Report
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*Provide the title from the renumbered list or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	Emergency Preparedness
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.*

<b>REQUESTED ACTION</b>	Amend
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	N/A
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>The proposed Proviso would amend the reporting requirement for the Emergency Management Division of the Office of the Adjutant General to report on the fiscal year FEMA Match for all open Federally declared disasters rather than limiting the reporting to the 2015 Flooding, Hurricane Matthew, and the Pinnacle Mountain Fire (which is closed).</p> <p>The Emergency Management Division currently provides a quarterly report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee on the fiscal year FEMA Match for all open Federally declared disasters.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

**FISCAL IMPACT**

This Proviso should be financially neutral.

*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

**PROPOSED  
PROVISO TEXT**

100.14. (ADJ: Disasters Expenditure Status Report) The Emergency Management Division of the Office of the Adjutant General shall prepare a quarterly report on the status of the expenditure of the funds appropriated in the current fiscal year or in a previous fiscal year FEMA Match **for all open federally declared disasters** for the ~~2015 Flooding, for Hurricane Matthew, and for the Pinnacle Mountain Fire~~. The quarterly report must include, but is not limited to, expenditure by category of work by state/local and by county and shall be submitted to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee beginning September 30, 2018.

*Paste existing text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	100.16
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*Cite the proviso according to the renumbered list (or mark "NEW").*

<b>TITLE</b>	Natural Disaster FEMA Match
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*Provide the title from the renumbered list or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	Emergency Preparedness
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.*

<b>REQUESTED ACTION</b>	Delete
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	N/A
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>The Office of the Adjutant General requests the Proviso be deleted.</p> <ul style="list-style-type: none"> <li>• The first paragraph of the Proviso is redundant. Proviso 117.53 (GP: FEMA Flexibility) provides the same authorities to carry forward funds designated as the state share for a federally declared disaster and to use those funds used for the same purpose in the event of additional federally declared disasters.</li> <li>• The Federal Disaster grant for the 2014 Ice Storm has closed for Public Assistance. The remaining open Mitigation Grants do not require State matching funds.</li> <li>• The Proviso directs the Office of Adjutant General, Emergency Management Division (SCMD) to awarding grant to eligible private non-profits for construction materials to help homeowners recover from damaging effects from the 2015 Severe Flood. Since the initial Proviso was approved in Act 264 of 2018, SCMD has awarded 10 grants and distributed a total of \$338,861.20 in funding. SCMD awarded grants to 10 additional non-profit entities but has since deobligated the funds due to the non-profits failing to execute the projects within the period of performance. The last grant was awarded in February 2020 (deobligated due to the non-profit's failure to execute the projects within the period of performance). No requests for grant have been received in the past 3+ years.</li> </ul>
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Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.

## FISCAL IMPACT

In accordance with Proviso 117.53 (GP: FEMA Flexibility), the \$161,138.80 remaining of the \$500.000 designated in the Proviso would remain in the State Share account to be available to offset non-Federal grant sharing requirements for any future federally declared disasters.

Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.

## PROPOSED PROVISO TEXT

~~100.16. (ADJ: Natural Disaster FEMA Match) The Office of Adjutant General, Emergency Management Division shall be authorized to utilize existing fund balances to provide the non-federal cost share to state and local government entities for work that is eligible under the Federal Emergency Management Agency Public Assistance Program for Hurricane Irma and Hurricane Florence. Existing fund balances may not be used to provide the non-federal cost share to private non-profit entities.~~

~~The Office of Adjutant General, Emergency Management Division is directed to use existing fund balances for the 2015 Flood disaster (Presidential Disaster Declaration DR-4241) to reimburse counties and municipalities with unreimbursed non-federal cost share from the 2014 Ice Storm disaster for storm cleanup expenses incurred during and after states of emergency declared by Executive Orders 2014-06 and 2014-11 and Presidential Disaster Declaration DR-4166. Counties and municipalities must submit an application for such funds by July 31, 2018.~~

~~The \$500,000 authorized by Proviso 100.21 in Act 264 of 2018 for grants for non-profit entities may be carried forward and used for the same purpose in Fiscal Year 2022-23. The Emergency Management Division shall prepare a report listing the name of the grant recipient and the amount received and submit the report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee by January 15, 2023.~~

Paste existing text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	NEW
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*Cite the proviso according to the renumbered list (or mark "NEW").*

<b>TITLE</b>	South Carolina Military History Foundation Support
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*Provide the title from the renumbered list or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	SC Military Museum
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.*

<b>REQUESTED ACTION</b>	Add
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	N/A
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>The requested Proviso would allow the Agency personnel to provide direct support and assistance to the South Carolina Military History Foundation in its mission to support the South Carolina Military Museum and to promote the education of the citizens and visitors of the State of South Carolina.</p> <p>The authorization would allow the Agency's employees (primarily the staff of the SC Military Museum) to assist the Foundation in such tasks as acceptance of donations and gifts, sales of gift shop merchandise, providing museum guests Foundation fundraising information, administrative support, etc. during the course of their normal job duties.</p> <p>The Proviso would further authorize use of the Agency's resources, including facilities and equipment used by the Museum, to support the Foundation's activities, provided funds generated thereby are used primarily to support the Museum's operations.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

**FISCAL IMPACT**

This Proviso should be financially neutral.

*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

**PROPOSED  
PROVISO TEXT**

100.NEW. (ADJ: South Carolina Military History Foundation Support) From the funds authorized or appropriated for State Military Department operations, the Adjutant General may authorize Agency personnel to support and assist the South Carolina Military History Foundation, a state chartered and federally recognized tax exempt 501(c) (3) association, in its missions to support the South Carolina Military Museum and to promote the education of the citizens and visitors of the State of South Carolina.

*Paste existing text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*



Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	NEW
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*Cite the proviso according to the renumbered list (or mark "NEW").*

<b>TITLE</b>	Retention of Revenue By The South Carolina Military History Foundation
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*Provide the title from the renumbered list or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	SC Military Museum
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.*

<b>REQUESTED ACTION</b>	Add
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	N/A
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>The South Carolina Military History Foundation, a tax exempt 501(c)(3) association organized under the laws of this state, exists primarily to support the operation of the South Carolina Military Museum.</p> <p>The Proviso would authorize the Adjutant General and the South Carolina Military Museum Board to enter into agreements with the Foundation to utilize Agency resources, facilities, personnel and equipment to generate revenues thorough, but not limited to, program fees, professional services, donations, food service, exhibits and exhibit components, and other miscellaneous operating income provided that it segregates these funds and uses the funds for support of the Museum’s programs.</p> <p>The South Carolina Military History Foundation would not be authorized to charge program fees to students of any South Carolina public or private elementary school, middle school, high school, home school, alternative home school, or an association for home schools who are touring the South Carolina Military Museum or accessing the Museum’s programs as part of a school function.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

**FISCAL IMPACT**

This Proviso should be financially neutral.

*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

**PROPOSED  
PROVISO TEXT**

100.NEW. (ADJ: Retention of Revenue By The South Carolina Military History Foundation)  
The Office of the Adjutant General and the South Carolina Military Museum Board may enter into agreements with the South Carolina Military History Foundation, a tax exempt 501(c)(3) nonprofit entity organized under the laws of this state, to utilize Agency resources to generate revenue from activities at the South Carolina Military Museum or elsewhere, including but not limited to program fees, professional services, donations, food service, exhibits and exhibit components. The agreements must specify that the Foundation may not charge program fees to students of any South Carolina public or private elementary school, middle school, high school, home school, alternative home school, or an association for home schools who are touring the museum or accessing the Museum's programs as part of a school function. The agreements must also specify that these revenues will be segregated from the other income or revenues of the Foundation and that those revenues will be used solely to support the Museum.

*Paste existing text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	NEW
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*Cite the proviso according to the renumbered list (or mark "NEW").*

<b>TITLE</b>	Safeguarding Tomorrow Revolving Loan Fund
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*Provide the title from the renumbered list or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	Emergency Preparedness
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	Safeguarding Tomorrow Revolving Loan Fund Match
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*Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.*

<b>REQUESTED ACTION</b>	Add
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	None
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>This Proviso would authorize SCEMD accept grant funding provided through the Federal "Safeguarding Tomorrow through Ongoing Risk Mitigation Act" (STORM Act), and to establish and manage a hazard mitigation revolving loan fund in accordance with the Federal STORM Act and applicable State laws, regulations, and policies.</p> <p>The Federal Government has enacted the STORM Act which authorizes FEMA to enter into agreements with, and make capitalization grants to, the agency responsible for emergency management (i.e. Office of the Adjutant General through SCEMD) to establish a hazard mitigation revolving loan fund for providing funding assistance to local governments to carry out eligible projects to reduce disaster risks for homeowners, businesses, nonprofit organizations, and communities.</p> <p>Prior to receiving funding through the capitalization grant, the State must deposit an amount equal to not less than 10% of the amount of the capitalization grant into the equity loan fund. The SC Office of Resilience has agreed provide the match through existing funding.</p> <p>FEMA has awarded two (2) projects to SC for a total of \$6,462,963 (\$5,816,667 in Federal grant funding with a 10% State match of \$646,296).</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

**FISCAL IMPACT**

For FY 24-25:

- \$5,816,667 in Federal capitalization grant funding
- \$646,296 in State matching funds (10% required per funding opportunity) provided through the State Office of Resilience from existing funding.

*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

**PROPOSED  
PROVISO TEXT**

100. NEW. (Safeguarding Tomorrow Revolving Loan Fund) Upon award of a Federal "Safeguarding Tomorrow through Ongoing Risk Mitigation Act" capitalization grant, the South Carolina Emergency Management Division (SCEMD) is authorized accept the grant, and to establish and manage the South Carolina Safeguarding Tomorrow Revolving Loan Fund in accordance with the provisions of the Federal Act and applicable State laws, regulations and policies.

*Paste existing text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION CONTINGENCY PLAN**

<b>TITLE</b>	Agency Cost Savings and General Fund Reduction Contingency Plan
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<b>AMOUNT</b>	\$542,852
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*What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.*

<b>ASSOCIATED FTE REDUCTIONS</b>	None
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*How many FTEs would be reduced in association with this General Fund reduction?*

<b>PROGRAM / ACTIVITY IMPACT</b>	<ul style="list-style-type: none"> <li>Armory Operations – Reduction in Other Operating Expenses (facility maintenance) from \$4,000,004 to \$3,552,152 (reduction of \$447,852).</li> <li>McEntire ANG Base Facility Maintenance – Reduction in Other Operating Expenses (facility maintenance) from \$322,951 to \$262,951 (reduction of \$60,000).</li> <li>State Guard – Reduction in Other Operating Expenses from \$221,064 to \$186,064 (reduction of \$35,000).</li> </ul>
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*What programs or activities are supported by the General Funds identified?*

<b>SUMMARY</b>	<ul style="list-style-type: none"> <li>Armory Operations – The budget reduction of would negatively affect and exasperate the already poor statewide maintenance levels of Armories (Readiness Centers) across the State. This reduction would have a negative effect on the overall operational capability and personnel retention of the Army National Guard units located at the affected locations. Reduced maintenance would also negatively the National Guard’s ability to provide a flexible response to state-level emergencies and disasters.</li> <li>McEntire ANG Base Facility Maintenance – The budget reduction would negatively affect maintenance of facilities at McEntire ANG Base. This reduction would have a negative effect on the overall operational capability and personnel retention of both the Air National Guard and the Army National Guard units located at the Base. In addition, reductions would have a negative effect on the overall national security as the 169<sup>th</sup> Fighter Wing, stationed at McEntire ANG Base, provides continual support of the Aerospace Control Alert Mission, defending east coast air space in support of North American Aerospace Defense Command (NORAD).</li> <li>State Guard – The budget reduction would result in reduced training with a resulting lack of participation in the event of a state emergency. The State Guard is currently conducting training in new support mission areas in order to meet the needs of other State Agencies to address their emergency response shortfalls. Cuts in the training would result in reduced capability to assist other State Agencies in the event of a disaster or emergency, as well as having a negative impact on the morale and overall mission capability of the State Guard.</li> </ul>
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There is no priority in the reduction of expenses by the Agency. The Agency will make reductions in the budget of all three of the Departments, as well as other areas as necessary, to meet cuts to the Agency’s budget.

*Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.*

**AGENCY COST  
SAVINGS PLANS**

None

*What measures does the agency plan to implement to reduce its costs and operating expenses by more than \$50,000? Provide a summary of the measures taken and the estimated amount of savings. How does the agency plan to repurpose the savings?*

Agency Name:	Adjutant General's Office		
Agency Code:	E240	Section:	100

## **FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS**

<b>TITLE</b>	Reduction of Cost and Burden to Businesses and Citizens
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*Provide a brief, descriptive title for this request.*

<b>EXPECTED SAVINGS TO BUSINESSES AND CITIZENS</b>	None
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*What is the expected savings to South Carolina's businesses and citizens that is generated by this proposal? The savings could be related to time or money.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>
	<input type="checkbox"/> Repeal or revision of regulations.
	<input type="checkbox"/> Reduction of agency fees or fines to businesses or citizens.
	<input type="checkbox"/> Greater efficiency in agency services or reduction in compliance burden.
	<input checked="" type="checkbox"/> Other

<b>METHOD OF CALCULATION</b>	N/A
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*Describe the method of calculation for determining the expected cost or time savings to businesses or citizens.*


<b>REDUCTION OF FEES OR FINES</b>	None – There are no fees for the services provided or fines levied by the Office of the Adjutant General.
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*Which fees or fines does the agency intend to reduce? What was the fine or fee revenue for the previous fiscal year? What was the associated program expenditure for the previous fiscal year? What is the enabling authority for the issuance of the fee or fine?*

<b>REDUCTION OF REGULATION</b>	None – The Regulations published by the Office of the Adjutant General are for internal use only and do not impact the public or the State's businesses.
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*Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?*

<b>SUMMARY</b>	<p>Due to the uniqueness of the Office of the Adjutant General's State and Federal missions, there are no fees or burdens to the citizens or the State's businesses for the services provided by the Agency or its departments. In addition, there are no provisions in State law for the recovery of costs from the public for those services provided to the public.</p>
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*Provide an explanation of the proposal and its positive results on businesses or citizens. How will the request affect agency operations?*