

Agency Name: Governor's School for Science and Mathematics  
 Agency Code: H650 Section: 10



**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 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 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 checked="" 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>	Elizabeth Oswald-Sease	(843) 383-3906	eoswaldsease@governors.school
<b>SECONDARY CONTACT:</b>	Thomas Kaminer	(803) 737-0526	thomas.kaminer@admin.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.

	<u>Agency Director</u>	<u>Board or Commission Chair</u>
<b>SIGN/DATE:</b>	<i>D S Dorse</i> 9/18/23	<i>[Signature]</i> 9/19/2023
<b>TYPE/PRINT NAME:</b>	Daniel S Dorse	ROBERT J BROWN

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

Agency Name:	Governor's School for Science and Mathematics
Agency Code:	H650
Section:	10

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	C - Capital	Cooling Tower Replacement	320,000	0	0	0	320,000	0.00	0.00	0.00	0.00	0.00
2	B1 - Recurring	Mandated Step Increase for Instructors	203,346	0	0	0	203,346	0.00	0.00	0.00	0.00	0.00
3	B1 - Recurring	Operating Expense Increase	219,289	0	0	0	219,289	0.00	0.00	0.00	0.00	0.00
4	C - Capital	Campus Growth Plan A&E	2,538,000	0	0	0	2,538,000	0.00	0.00	0.00	0.00	0.00
5	B1 - Recurring	Outreach Instructors	144,720	0	0	0	144,720	2.00	0.00	0.00	0.00	2.00
6	B1 - Recurring	Instructors	395,032	0	0	0	395,032	4.00	0.00	0.00	0.00	4.00
7	B1 - Recurring	Additional Wellness Counselor	86,946	0	0	0	86,946	1.00	0.00	0.00	0.00	1.00
8	C - Capital	Replacement of Two Residential Elevators	300,000	0	0	0	300,000	0.00	0.00	0.00	0.00	0.00
9	C - Capital	Replacement of Residential Hall HVAC Units	1,800,000	0	0	0	1,800,000	0.00	0.00	0.00	0.00	0.00
TOTALS			6,007,333	0	0	0	6,007,333	7.00	0.00	0.00	0.00	7.00

Agency Name:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

## **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>Mandated Step Increase for Instructors</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$203,346</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$203,346</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>	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 checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>ACCOUNTABILITY OF FUNDS</b>	1.1.1 Hire teachers with minimum Master's degrees; PhDs preferred in area of expertise; appropriate to full capacity growth of student body and expanding virtual high school course offerings across the state. This request allows the school to recruit and retain exemplary instructors.
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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>	GSSM faculty. Per Provisos 1A.4 and 1A.31, GSSM must provide faculty with annual step increases. The requested funds will be allocated based on the instructor's education level and years of experience, and the institution will utilize the Teacher
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**FUNDS**

Salary Schedule authorized by Darlington County School District as a base.

*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**

**ISSUE:** The South Carolina Governor's School for Science and Mathematics (GSSM) is focused on delivering high-quality, STEM-focused educational opportunities to South Carolina's most motivated and talented students both on campus and virtually with partner school districts across the state. In order to fulfill this mission, the institution offers a variety of educational programs and employs a highly qualified faculty. Per Provisos 1A.4 and 1A.31 of the 2023-2024 Appropriations Act, the South Carolina Governor's School for Science and Mathematics is obligated to provide annual step increases to its instructors based on the teacher salary scale adopted by the Darlington County School District.

**SOLUTION:** The institution incurred \$162,677 in recurring salary expenses and \$40,669 in recurring employer contribution expenses for this purpose in FY24 and requests recurring personnel funding to offset and avoid the annualization of these mandatory expenses.

**METHODOLOGY:** The step increase for each instructor is calculated by comparing the instructor's base salary for the previous year with that of the current year, as determined by the salary scale maintained by the Darlington County School District and calculating the percentage change. The rate of the increase for each instructor is influenced by the individual's years of teaching experience and highest level of education. The resultant percentage change is then applied as a base salary increase for the upcoming academic year. For FY24, the step increase for GSSM faculty averaged 4.6% or \$3,697 for 44 faculty, which totals \$162,677. The associated increase in employer contributions is projected at 25% or \$40,669. (\$162,677 mandatory step increase + \$40,669 associated increase in employer contributions) = \$203,346 total recurring budget request

**IMPACT:** Provisos 1A.4 and 1A.31 require the institution to provide all full-time instructors with an annual step increase. If this request is not funded, the institution will have to annualize the salary burden and utilize operating funds to meet this requirement, which is not in accordance with state budgeting guidelines.

*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:	Governor's School for Science and Mathematics		
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## **FORM B1 – RECURRING OPERATING REQUEST**

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

<b>TITLE</b>	<b>Operating Expense Increase</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<p><b>General: \$219,289</b></p> <p><b>Federal: \$0</b></p> <p><b>Other: \$0</b></p> <p><b>Total: \$219,289</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 checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>1.3.1 Schedule facility repair in teaching spaces to allow for zero teaching downtime for instruction. The institution also prioritizes facility maintenance and repairs for the health and safety of our residential students.</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>	Vendors.
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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**

**ISSUE:** Per the Consumer Price Index, prices increased across all categories by 3.2% between July 2022 and July 2023, which impacted the institution's overall expenses.

**SOLUTION:** The institution requests a 3.2% increase in its operating expense budget in order to account for inflation and continue to meet its mission without diluting the quality of its programming.

**METHODOLOGY:** The institution incurred \$6,852,773 in operating expenses during FY23 and adjusted that figure by 3.2% to calculate the \$219,289 basis of this request.

**IMPACT:** If this funding is not received, the institution will continue using its current budget; however, inflation erodes its ability to provide and receive supplies and services and poses operational challenges to maintain a safe and healthy learning and residential living environment for students, faculty, and staff.

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

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

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

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

<b>AMOUNT</b>	<b>General: \$144,720</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$144,720</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>	2.00
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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 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>3.2.2 Increase Outreach partners, both at schools/districts and with business partners. Current Outreach instructors teach over 7,500 students from grades 3 through 10 over the summer and throughout the academic year. This funding request, if granted, will allow the institution to reach over 3,000 additional students across the state.</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>	Instructors
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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

**ISSUE:** The South Carolina Governor's School for Science and Mathematics (GSSM) is focused on delivering high-quality, STEM-focused educational opportunities to South Carolina's most motivated and talented students. In order to fulfill this mission, the institution offers a variety of programs, including its Outreach Program, which focuses on providing educational programs during the academic year and summer for students and teachers across the state. GSSM currently offers elementary, middle, and high school programming for students and provides professional development opportunities for South Carolina public school teachers; however, the overall scope and reach of the program are limited by existing personnel restrictions. The institution does not have any available FTEs for this purpose.

**SOLUTION:** Two additional FTE positions for instructional staff will buttress GSSM's existing Outreach Program and allow the institution to expand its educational impact throughout the state. The Outreach Program currently serves 7,500 students annually by providing individualized, high-quality STEM education programs through the work of five instructional staff. Each instructional staff member can serve, on average, 1,500 students annually; therefore, adding two FTEs devoted to this program will allow the institution to reach 3,000 more students annually, increasing its overall reach by 40% without increasing support staff.

**METHODOLOGY:** This funding request is based on the current midpoint salary of \$54,000 for a Student Services Program Coordinator II. Based on the current institutional average contribution rate, employer contributions are projected at 34% or \$18,360 per position.  $((\$54,000 \text{ base salary} + \$18,360 \text{ estimated employer contributions}) * 2 \text{ FTEs}) = \$144,720$  recurring budget request.

**IMPACT:** If this request for two additional FTEs and the required funding for these positions are not approved, the institution cannot expand its Outreach program, which limits the opportunities it can provide students and teachers across the State of South Carolina. The Outreach Program provides interactive, experiential learning opportunities for students in grades 3 through 10 across the state, and professional development opportunities for elementary, middle, and high school teachers.

*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:	Governor's School for Science and Mathematics		
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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>Instructors</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$395,032</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$395,032</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>4.00</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 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 checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>1.1.1 Hire teachers with minimum Master's degrees; PhDs preferred in area of expertise; appropriate to full capacity growth of student body. This request allows the school to recruit and retain exemplary instructors.</p> <p>1.1.2 Maintain low student-to-teacher ratio; reported as average number of students per teacher.</p> <p>1.2.4 Identify and attract larger pools of talented students to reach through virtual programs.</p> <p>If granted, this request would allow the institution to increase its overall impact by expanding its virtual engineering program and other advanced, elective virtual STEM courses. This program is already established and thriving, and further investment would allow the institution to reach more students across the state while they remain at their home high schools.</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?*

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## RECIPIENTS OF FUNDS

Instructors teaching in the expanded high school academic programs. The request includes funding for salary and benefits and would be distributed amongst the newly hired instructors based on years of experience and the highest degree earned.

*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

**ISSUE:** The South Carolina Governor's School for Science and Mathematics (GSSM) is focused on delivering high-quality, STEM-focused educational opportunities to South Carolina's most motivated and talented students. In order to fulfill this mission, the institution offers a variety of programs, including its residential program, which is limited to 288 students annually due to the size of its existing residential facility. To enhance the institution's student impact across South Carolina and allow it to meet the needs of the state's most talented and motivated students, GSSM has successfully implemented a virtual engineering program as well as online advanced STEM elective courses in partnership with 22 public school districts throughout the state. The engineering program and STEM courses include over 175 students in 8th-12th grades across the state at their home high schools. The institution currently has no vacant FTEs and cannot grow the program and students taught, which limits GSSM's impact and overall scope.

**SOLUTION:** GSSM requests an additional four FTEs to be used as instructional lines to enhance its academic offerings by growing its virtual engineering program and online advanced STEM elective course offerings. These four positions will be used to support the hiring of two engineering and two computer science faculty. The existing engineering program and advanced STEM elective courses are taught by 9 full-time faculty who deliver high-quality, STEM-focused education to over 175 students annually across the state. Increasing the program's instructor headcount by four will allow the institution to reach at least an additional 100 students annually, which will yield dividends in the future development of the high-end technical workforce of South Carolina.

**METHODOLOGY:** In order to offer a high-quality, STEM-focused curriculum, GSSM seeks to hire highly qualified faculty who hold a Ph.D. and have ten years of demonstrated teaching experience. This funding request is based on the Darlington County School District Salary Scale. The estimated base salary for each FTE is \$73,700, with an additional projected employer contribution rate of 34% (\$25,058 per FTE).  $((\$73,700 \text{ base salary} + \$25,058 \text{ employer contributions}) * 4 \text{ FTE instructional lines}) = \$395,032$  recurring budget request.

**IMPACT:** If the request for four additional instructor FTEs and the associated funding is not approved, the institution will be unable to expand its virtual program, which will limit the impact it can have across the State of South Carolina.

*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:	Governor's School for Science and Mathematics		
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## **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>	<b>Additional Wellness Counselor</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$86,946</b> <b>Federal: \$0</b> <b>Other: \$0</b> <b>Total: \$86,946</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 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 checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>ACCOUNTABILITY OF FUNDS</b>	<p>2.3.1 Provide mental health licensed professionals to support the mental health of students.</p> <p>This request would add an additional FTE Wellness Counselor to the institution, enabling it to better serve its residential students by increasing evening-hour appointment availability and allowing for more counseling sessions overall.</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>	Licensed Wellness Counselor.
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

**JUSTIFICATION OF REQUEST**

**ISSUE:** The South Carolina Governor's School for Science and Mathematics (GSSM) is a residential program delivering high-quality, STEM-focused education to 288 highly talented South Carolina 11th and 12th-grade high school students annually. The institution currently employs two full-time and one part-time mental wellness counselors. The part-time counselor is only available to students from 4:00pm to 8:00pm four nights per week. The institution has noted an increase in demand for additional availability, and this trend is supported by national data highlighting the increased demand for mental wellness support for teenagers. Mental health issues among all populations, especially children and young adults, have increased and/or come to the forefront since 2020. During the 2023-24 school year, GSSM encountered more students needing ongoing, long-term therapy. In an effort to provide better service to the institution's students, each full-time counselor was assigned approximately 25 at-risk students to meet with weekly and, in some cases, multiple times per week. These sessions focused on non-suicidal self-harm, loss/grief, medical diagnoses of the student or close family member, social anxiety, processing parent abandonment, self-exploration, and working through unhealthy and unhelpful thinking patterns (e.g., perfectionism, unrealistic expectations, poor self-esteem/self-image, etc.). The counselors also teach a one-hour wellness seminar to all juniors and hold open hours for walk-ins.

**SOLUTION:** In order to meet the needs of its students, GSSM requests an additional FTE to convert the current part-time, temporary employee to full-time status. The two full-time mental wellness counselors currently provide 1,245 counseling sessions each year. Converting the current part-time counselor to full-time would allow the institution to increase its mental wellness counseling services by 50%, thereby augmenting the available evening hours for counseling and allowing the institution to better meet the wellness needs of its students.

**METHODOLOGY:** The requested salary is based on the current midpoint for a Counselor III classification, which is \$64,885. Associated employer contributions are estimated at 34%. (\$64,885 base salary + \$22,061 estimated employer contributions) = \$86,946 recurring budget request.

**IMPACT:** If this request for an additional FTE and the associated funding is not approved, the institution will be unable to augment its existing Wellness program, which will limit the services it can provide to its students.

*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:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

## **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>	Cooling Tower Replacement
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	\$320,000
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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>	CPIP plan year – FY24; priority number 1; First year included in CPIP is FY19.
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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 institution has secured approval from the Office of the State Engineer for this project.
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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>	The institution incurs annual expenses to maintain and service the existing cooling tower. No other capital funds will be requested in the near future as the institution anticipates the replacement will last twenty years. There will be no increase in annual costs associated with the replacement of this equipment. The institution anticipates that the new equipment will result in increased energy efficiency and reduced costs.
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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?*

<b>ISSUE:</b>	The cooling tower is an integral component of the institution's HVAC system, supplying the air conditioning for the entire building, including the residence hall rooms occupied by students. The hallways and student lounges in the residence halls are controlled by other HVAC systems (see priority #9). The current setup features a single-cell tower estimated to be running at half capacity due to the age of the unit, which is in a general state of disrepair and beyond its serviceable life. As a residential institution, the institution is highly dependent upon the HVAC system in order to provide for the health and safety of its students and employees. It is only a matter of time before the cooling tower fails, compromising the institution's operations and ability to meet its mission.
<b>SOLUTION:</b>	The institution has CPIP approval and has worked closely with the Office of the State Engineer to initiate this project. Mechanical Engineers have already evaluated the existing cooling tower and provided a preliminary quote for a twin tower

replacement, which would work simultaneously with the institution's two chillers. Current build times are six to eight months from the date of order.

METHODOLOGY: In order to prepare this budget request, the institution solicited a preliminary quote from a Mechanical Engineering firm and has also invited several potential vendors to campus to review the existing cooling tower and provide advice regarding replacements.

## SUMMARY

IMPACT: The current cooling tower is in an advanced state of disrepair, and the institution's contracted HVAC maintenance provider cannot fully service the unit due to personal safety concerns. This equipment is critical to ensuring the health and safety of the building's occupants, including 288 residential students who call the campus home during the academic year. When this equipment fails, the institution will be forced to either procure a temporary cooling tower, which will cost much more than the acquisition of a replacement, or switch to a virtual format until a replacement can be secured. Both options compromise the institution's mission and ability to provide service to the citizens of South Carolina and maintain a safe and healthy environment for students, faculty, and staff.

*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:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

## **FORM C – CAPITAL REQUEST**

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

<b>TITLE</b>	Campus Growth Plan A&E
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	\$2,538,000
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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>	The institution recently hired a new Vice President of Finance and Operations on July 1, and this request was not included under the CPIP submitted by the former Vice President of Finance and Operations.
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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 institution's Board of Trustees and GSSM Foundation Board of Directors have endorsed this plan.
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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>	The institution has invested in a fourteen-month Growth Plan process with McMillan, Pazdan, and Smith, an architectural firm.
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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?*

<b>ISSUE:</b>	<p>In 1988, the State of South Carolina made an investment to make nation-leading advanced STEM education available to South Carolina's most talented and motivated students when it created the Governor's School for Science and Mathematics (GSSM). This investment, along with significant support from the state's leading corporations, allowed the school to open on the campus of Coker University with room to serve 128 residential 11th and 12th-grade students from across the state. Another 800 elementary and middle school students in schools from every district in the state were inspired to excel and see themselves as tomorrow's leaders through our STEM outreach programs.</p> <p>Fifteen years later, starting in 2003 and culminating in 2010, the state once again invested in GSSM and its mission to serve the most talented and motivated students with transformative STEM educational experiences by supporting the creation of a dedicated campus in Hartsville, where it serves 288 residential 11th and 12th graders, another 150 high school students through a college-level virtual engineering program. Honoring a</p>
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## SUMMARY

promise to state leaders to raise the level of STEM education across the state, the school's outreach efforts now reach over 8,000 3rd through 10th graders in every district.

In the 20 years since moving to its own campus in Hartsville, the school has reached the capacity of its existing facilities and cannot meet the growing demand for on-site STEM programs from students and teachers from schools across the state. GSSM once more turns to state leaders to invest in the future of South Carolina, confident that the school will again provide significant investment returns in the form of preparing and inspiring even more teachers and students.

**SOLUTION:** Today, GSSM is seeking support for architectural and engineering (A&E) costs for Phase I of its Campus Growth Plan. This plan is endorsed by the GSSM Board of Trustees, the GSSM Foundation's Board of Directors, and many corporate and state leaders. Phase I completion will allow the school to increase its annual impact to more than 400 high school students and 20,000 elementary and middle school students in every corner of the state. This investment will also enable GSSM to add specialized lab and classroom space emphasizing artificial intelligence, electric vehicles, robotics and advanced manufacturing, biotech and life sciences, and sustainable engineering, which will aid in building the future workforce for South Carolina businesses and industries.

A&E funds for Phase 1 of the Campus Growth Plan begin a process that GSSM will continue by leveraging the potent public-private partnership that funded its creation and has supported its success for 35 years. When it is time to break ground, public and private dollars will fund the construction, equipment, and operations of the new facilities and programs they enable.

**METHODOLOGY:** The estimate used to formulate this budget request was provided by an Architectural and Engineering firm.

**IMPACT:** Since its creation, GSSM has directly impacted and changed the lives of over 170,000 South Carolinians. Several times that number have experienced better STEM education from teachers that GSSM has developed. GSSM is ready and motivated to take the next step to serve many more.

*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:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

## **FORM C – CAPITAL REQUEST**

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

<b>TITLE</b>	Replacement of Two Residential Elevators
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	\$300,000
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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>	The institution recently hired a new Vice President of Finance and Operations on July 1, and this request was not included under the CPIP submitted by the former Vice President of Finance and Operations.
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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>	
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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>	The institution incurs annual expenses to maintain and service the aging elevators within its residence halls. No other capital funds will be requested in the near future as the institution anticipates the replacements will last twenty years. There will be no increase in annual costs associated with the replacement of this equipment.
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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?*

<b>ISSUE:</b>	The institution occupies a building that is now twenty years old, and much of the original equipment is still in use and reaching the end of its serviceable life, including the two residential elevators utilized by students who live on campus throughout the year. Parts are no longer made for these elevators, and their overall age and heavy usage pose consistent operational challenges, particularly for students with physical impairments. One elevator is located in the male residence hall and the other in the female residence hall, and are the only elevators available to students with permanent and temporary physical limitations. The current layout of the building does not provide for first floor residential accommodations.
<b>SOLUTION:</b>	Total replacement of the two existing residential elevators has been advised by several vendors who have performed on-site inspections of the equipment. Replacing these elevators would not only ease operational challenges and improve the daily lives of the institution's student residents but will also help ensure that all students, regardless

## SUMMARY

of physical ability, can freely move throughout the residential spaces without encountering additional challenges created by unreliable equipment.

METHODOLOGY: The institution has solicited preliminary quotes for the total replacement of both residential elevators, which is the basis for this budget request.

IMPACT: These elevators are located in the residence halls and are utilized daily by the institution's student population. The equipment is required to maintain ADA compliance and to ensure all students, regardless of physical ability, have an equitable educational and living experience while on campus.

*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:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

## **FORM C – CAPITAL REQUEST**

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

<b>TITLE</b>	Replacement of Residential Hall HVAC Units
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	\$1,800,000
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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>	The institution recently hired a new Vice President of Finance and Operations on July 1, and this request was not included under the CPIP submitted by the former Vice President of Finance and Operations.
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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>	
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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>	The institution incurs annual expenses to maintain and service the existing HVAC units. No other capital funds will be requested in the near future as the institution anticipates the replacement will last twenty years. There will be no increase in annual costs associated with the replacement of this equipment. The institution anticipates the new equipment will increase energy efficiency and reduce operating costs.
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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?*

<b>ISSUE:</b>	The institution utilizes six HVAC units that work as a system to provide and control air conditioning to the residential hallways and lounges utilized year-round by students. These are the only spaces not controlled by the institution's aging cooling tower (see priority #1). Unfortunately, these HVAC units are also original to the building, at the end of their serviceable life, and parts are no longer readily available to support ongoing maintenance.
<b>SOLUTION:</b>	In order to maintain campus operations and provide a healthy and safe learning and living environment for our students, the institution requests funding to replace the six HVAC units that work as a cohesive system to maintain the internal temperatures of the shared living spaces in the Residence Halls.
<b>METHODOLOGY:</b>	The institution solicited a quote to replace all six units with modern and more efficient equivalents, which is the basis for this funding request.

**IMPACT:** This equipment plays a vital role in ensuring the health and safety of the students who live year-round in the institution's Residence Halls. If funding is not approved, the institution will continue diverting resources from its academic mission to maintain the existing equipment to the best possible extent.

## SUMMARY

*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:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

## **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>	\$470,365
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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>	The agency is FTE-constrained, and any further reduction would significantly impact its ability to perform; however, if necessary, temporary/part-time employees would be considered for reduction to meet budgetary requirements. The institution would make every effort not to reduce its FTE headcount due to the extreme impact such an action would have on its service abilities.
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*How many FTEs would be reduced in association with this General Fund reduction?*

<b>PROGRAM / ACTIVITY IMPACT</b>	The institution would first attempt to meet the 3% reduction by reducing its operating expenses. In FY2022-2023, the institution was appropriated an operating expense budget of \$4,639,855 in general funds. Of that operating budget, \$3,898,182 was expended on the institution's service contracts, including those for the dining hall, janitorial, and other contracts necessary to ensure daily institutional operations. These contracts are, by and large, essential to providing a high-quality educational and living environment for the institution's residential students. As such, the institution would endeavor to meet the 3% reduction by eliminating all non-essential travel for employees (valued at approximately \$100,000) and reducing non-essential supply expenditures by 15% (valued at approximately \$186,000). The institution would then meet the resultant delta of \$134,365 by reducing its personal services budget by strategically reducing non-essential, part-time staff personnel. The overall goal of any cost savings plan would be to maintain the quality of the institution's academic environment, which requires, to the fullest extent possible, maintaining FTE staffing of faculty and staff.
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*What programs or activities are supported by the General Funds identified?*

<b>SUMMARY</b>	The institution's reduction plan calls for a 3% overall budget reduction. In FY2023, the institution devoted over 60% of its budget to employing the teachers and staff necessary to meet the institution's mission to deliver high-quality educational experiences to South Carolina public school students. More than half of the remaining 40% of the budget is utilized to meet contractual obligations for critical needs such as dining hall operations, janitorial services, and other facilities-based needs. As a result, any reduction in budget would invariably impact the institution's service delivery. In order to mitigate such impacts, the institution would prioritize the reduction of non-essential travel by employees and students, non-essential supply purchases, and the strategic elimination of part-time and temporary personnel.
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*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**

The institution is committed to maintaining the availability of stabilization funds to protect against economic downturns or unanticipated, one-time expenditures that may be required to ensure the continuity of its operations. As such, the institution will retain a minimum of \$2 million in its carryforward funds. The availability of such funds would be used, as necessary, to meet the institution's mission to deliver a high-quality, transformative education to the state's most talented and motivated students through its residential program and, to the extent possible, sustain its Outreach Program, which provides programmatic support for over 7,500 students grades 3 through 10 and numerous teachers in public school districts across the state.

The institution endeavors to strategically reduce costs whenever possible in order to realize cost savings to buttress its academic mission. In FY24 and 25, the institution plans to continue to transition many of its existing paper-bound processes to digital workflows. This will, over time, result in cost savings and potentially reduce personnel costs. Any savings will be repurposed by increasing financial support for academic programs related to the institution's educational mission.

*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:	Governor's School for Science and Mathematics		
Agency Code:	H650	Section:	10

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

<b>TITLE</b>	Transition to Digital Workflows
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*Provide a brief, descriptive title for this request.*

<b>EXPECTED SAVINGS TO BUSINESSES AND CITIZENS</b>	Reduced paperwork will increase efficiencies, reduce supply expenditures, and, over time, allow the institution to realize cost savings related to personnel as digital workflows are adopted.
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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>	<p><b>Mark "X" for all that apply:</b></p> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>Repeal or revision of regulations.</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Reduction of agency fees or fines to businesses or citizens.</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Greater efficiency in agency services or reduction in compliance burden.</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other</td> </tr> </table>	<input type="checkbox"/>	Repeal or revision of regulations.	<input type="checkbox"/>	Reduction of agency fees or fines to businesses or citizens.	<input checked="" type="checkbox"/>	Greater efficiency in agency services or reduction in compliance burden.	<input type="checkbox"/>	Other
<input type="checkbox"/>	Repeal or revision of regulations.								
<input type="checkbox"/>	Reduction of agency fees or fines to businesses or citizens.								
<input checked="" type="checkbox"/>	Greater efficiency in agency services or reduction in compliance burden.								
<input type="checkbox"/>	Other								

<b>METHOD OF CALCULATION</b>	Processing time per task for employees, students, and parents.
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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 of the institution's existing fees or fines would be impacted because all are targeted to the academic and residential programs. Examples of current fees include those related to meal plans, refundable residential hall security deposits, and PSAT registration.
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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>	N/A
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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>The institution just recently completed its first year operating as its own fiscal agent. Over the course of this year, the institution has partnered with the Department of Administration to reduce its paper-bound workflows and transition to digital workflows, primarily through the adoption and implementation of SCEIS. This has resulted in efficiencies by removing bottlenecks and streamlining procedures.</p> <p>As the institution continues to evolve its workflows, it will continue to realize economies of scale, enabling it to provide better services to the citizenry of South Carolina. The institution is currently working to digitize its procurement and travel processes and workflows related to facility maintenance, fleet management, IT operations, and asset management. Digital workflows will provide positive benefits to businesses and citizens in the following ways:</p> <ul style="list-style-type: none"> <li>• Procurement: digital workflows will reduce the barriers to entry for businesses when contracting with the institution, and payment processing times will be reduced.</li> <li>• Travel Procedures: digital workflows will reduce the time necessary to process institutional travel, allowing employees to focus on more mission-driven work.</li> <li>• Facility Maintenance and Fleet Management: digital workflows will allow for more consistent scheduling of preventative maintenance and reduce the amount of time employees spend on maintenance-related scheduling. As a result, the institution will be better positioned to maintain its equipment, and employees will be able to focus on mission-critical needs.</li> <li>• IT Operations: digital workflows will result in efficiencies in the processing of IT work requests, allowing employees to focus on cybersecurity needs.</li> </ul>
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Asset Management: digital workflows will enable the institution to better track and monitor its valuable assets, resulting in cost savings over time.

*Provide an explanation of the proposal and its positive results on businesses or citizens. How will the request affect agency operations?*