

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44



**Fiscal Year FY 2024-2025
Agency Budget Plan**

FORM A - BUDGET PLAN SUMMARY

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

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

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

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

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

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Aaron Wood	(803) 734-2182	awood@scda.sc.gov
SECONDARY CONTACT:	Kathleen Pierce	(803) 734-2199	kpierce@scda.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.

SIGN/DATE:	<u>Agency Director</u>	<u>Board or Commission Chair</u>
TYPE/PRINT NAME:		

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

Agency Name:	Department Of Agriculture
Agency Code:	P160
Section:	44

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	Direct Costs of DHEC Food Protection Restructuring	926,000	0	0	0	926,000	0.00	0.00	0.00	0.00	0.00
2	B1 - Recurring	Technology Efficiency Infrastructure	606,000	0	0	0	606,000	0.00	0.00	0.00	0.00	0.00
3	B1 - Recurring	Employee Recruitment, Retention, and Well-Being	811,000	0	0	0	811,000	0.00	0.00	15.00	0.00	15.00
4	B1 - Recurring	Federal Funds Authority	0	5,000,000	0	0	5,000,000	0.00	0.00	0.00	0.00	0.00
5	B2 - Non-Recurring	Direct Costs of DHEC Food Protection Restructuring	1,046,000	0	0	0	1,046,000	0.00	0.00	0.00	0.00	0.00
6	B2 - Non-Recurring	Technology Efficiency Infrastructure	1,377,120	0	0	0	1,377,120	0.00	0.00	0.00	0.00	0.00
7	C - Capital	Pee Dee State Farmers Market RV Park and Paving	2,500,000	0	0	0	2,500,000	0.00	0.00	0.00	0.00	0.00
8	B2 - Non-Recurring	ChangeSC Pilot Project	3,000,000	0	0	0	3,000,000	0.00	0.00	0.00	0.00	0.00
TOTALS			10,266,120	5,000,000	0	0	15,266,120	0.00	0.00	15.00	0.00	15.00

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	1
------------------------	----------

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Direct Costs of DHEC Food Protection Restructuring
--------------	---

Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$926,000</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$926,000</p>
---------------	---

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.

NEW POSITIONS	0.00
----------------------	-------------

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

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

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input checked="" 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	

ACCOUNTABILITY OF FUNDS	<p>This relates to strategies 1.1, 2.1, and 2.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report. These funds allow for the integration of DHEC food protection employees into SCDA and provide safe and adequate vehicles and work space.</p>
--------------------------------	--

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF	<p>Recipients of these funds would be Admin's State Fleet and SCDA program operations.</p>
----------------------	--

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

Food Protection Field Inspectors will work out of their vehicles at SCDA. At DHEC, they had office space. With a need of 100 vehicles, we estimate 35 will be transferred from DHEC, leaving a need for 65 vehicles. A monthly base rate of \$457, a mileage rate of 0.22, and 1,500 miles per month are used in this estimate. $\$787 \times 12 \text{ months} = \$9,444 \times 65 \text{ vehicles} = \$613,860$. Telematics $\$20 \times 199 \text{ vehicles} = \$3,980$. Emergency kits for vehicles $\$65 \times 115 = \$7,475$.

Now SCDA and DHEC each get \$150,000 for Manufactured Food Regulatory Program Standards (MFRPS) and \$150,000 for Rapid Response Team (RRT) activities. After 1 July 2024, there will only be one food regulatory agency in South Carolina, so only SCDA will get \$150,000 for MFRPS and RRT. We are asking for \$300,000 to make up for the lost federal revenue.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	2
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Technology Efficiency Infrastructure
--------------	---

Provide a brief, descriptive title for this request.

AMOUNT	General: \$606,000 Federal: \$0 Other: \$0 Total: \$606,000
---------------	--

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.

NEW POSITIONS	0.00
----------------------	------

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

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input 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 checked="" type="checkbox"/>	Consulted DTO during development	
<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # 6	

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

ACCOUNTABILITY OF FUNDS	This relates to strategies 1.1, 1.2, 2.1, and 2.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report.
--------------------------------	---

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF	The majority of these funds would go to Admin's DTO; some would pay for software maintenance used by regulatory programs; and some would pay for information security training for all employees.
----------------------	---

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

SCDA is a shared services customer of Admin's DTO. The networking, software license, and user costs have been escalating over the last few years. In FY23-24, SCDA was required to migrate to Office 365, which came with a cost. SCDA uses KnowBe4 to conduct monthly training and evaluation on information security for all employees. This funding will pay for technology costs that have been eating a bigger bite out of the agency's budget. With 121 more employees coming from DHEC, technology funding will ensure information security is a priority while allowing SCDA to do more work without a net increase in employees to state government.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	3
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Employee Recruitment, Retention, and Well-Being
--------------	--

Provide a brief, descriptive title for this request.

AMOUNT	General: \$811,000 Federal: \$0 Other: \$0 Total: \$811,000
---------------	--

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.

NEW POSITIONS	15.00
----------------------	-------

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

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

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input checked="" 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

ACCOUNTABILITY OF FUNDS	<p>This relates to strategies 1.1, 1.2, 2.1, 2.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report. This request would provide resources to adequately support employees on and off the job. Happier employees with purpose and who feel supported by state government will invest more into serving citizens in their communities and across the state.</p>
--------------------------------	---

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF	Entities receiving these funds would range from state agencies like the Department of Administration, Insurance Reserve Fund, State Accident Fund; private employee wellness programs like FirstSun; and employees themselves through increased
----------------------	---

FUNDS

wages for performance, realignment / internal equity, and retention.

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 general appropriations requested are for on-boarding supplies, clothing allowances, employee assistance programming, operational support travel, training, awards for employee recognition, reward, service/retirement, insurance premiums, and salary adjustments to obtain internal equity from bringing employees from another agency to SCDA.

The positions, funded by program-generated revenue (other funds), will be 11 Environmental Health Manager IIs and 4 Environmental Health Manager IIIs.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	4
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Federal Funds Authority
--------------	--------------------------------

Provide a brief, descriptive title for this request.

AMOUNT	General: \$0 Federal: \$5,000,000 Other: \$0 Total: \$5,000,000
---------------	--

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.

NEW POSITIONS	0.00
----------------------	------

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

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

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

ACCOUNTABILITY OF FUNDS	<p>This relates to strategies 3.1 and 3.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report.</p>
--------------------------------	---

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF	<p>Recipients of funds would be farmers, food aggregators, and food insecure citizens.</p>
----------------------	--

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

By way of several pieces of federal legislation, including the American Rescue Plan and the Inflation Reduction Act, SCDA is receiving much more grant money from the United States Department of Agriculture (USDA) than in the past. The grant programs are the Commodity Supplemental Food Program (CSFP), The Emergency Food Assistance Program (TEFAP), Local Food Purchase Assistance (LFPA) Program, and Resilient Food Systems Infrastructure (RFSI) Program. Interim budget authority and all appropriate backup documentation for these programs have been provided to the Executive Budget Office, along with the BD-100, in August 2023.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	5
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Direct Costs of DHEC Food Protection Restructuring
--------------	--

Provide a brief, descriptive title for this request.

AMOUNT	\$1,046,000
---------------	-------------

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.

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

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input type="checkbox"/>	Education, Training, and Human Development
	<input checked="" 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	

ACCOUNTABILITY OF FUNDS	This relates to strategies 1.1, 2.1, and 2.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report. These funds replace what SCDA is spending to upfit office space for food protection support activities.
--------------------------------	--

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	Recipients of these funds would be construction contractors and office furniture vendors.
----------------------------	---

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**

SCDA is upfitting existing space to house 25 additional retail food safety and milk inspection program management and support employees, 3 laboratory chemists, and 4 compliance officers that support retail food protection field inspectors, manufactured food field inspectors, and milk inspectors. A new laboratory will be established for milk and dairy products that requires relocating a portion of the Feed Safety Laboratory grinding and sample preparation to a separate OSHA and ASTM approved facility.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	6
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Technology Efficiency Infrastructure
--------------	--------------------------------------

Provide a brief, descriptive title for this request.

AMOUNT	\$1,377,120
---------------	-------------

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.

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

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

ACCOUNTABILITY OF FUNDS	This relates to strategies 1.1, 1.2, 2.1, and 2.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report.
--------------------------------	---

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	Recipients of funds would be vendors for software development of new food protection regulatory programs, a fully-integrated security camera platform, and design, development, and implementation of a new agency-wide website, to include the new food protection programs from DHEC.
----------------------------	---

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

**JUSTIFICATION
OF REQUEST**

SCDA wants to bring DHEC food protection programs up to SCDA's other regulatory program standards by developing an inspection software and database for these programs to improve the reliability of data access, exchange of information with the Consumer Protection Laboratory, inspection turnaround time, and improve transparency to taxpayers.

Current security camera systems at SCDA are a motley assortment that are not compatible with one another. The proposed platform allows for greater access by stakeholders, better information security through multi-factor authentication, enhanced physical security because of more proactive features, including alerts, new archival functionality with search capabilities, and a longer lifespan with 10 years of updates and warranty.

The SCDA website needs to be updated to provide accessibility for impaired users. This is an ideal time because the agency also needs to rebrand all food protection information, forms, and data from the old DHEC website. An estimate was developed looking at current solicitation bids for state agency websites.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	8
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	ChangeSC Pilot Project
--------------	------------------------

Provide a brief, descriptive title for this request.

AMOUNT	\$3,000,000
---------------	-------------

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.

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

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

ACCOUNTABILITY OF FUNDS	This relates to strategies 3.1 and 3.2 on the FY23-24 Strategic Plan in the FY22-23 Accountability Report.
--------------------------------	--

What specific strategy, as outlined in the most recent Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS	South Carolina agricultural aggregators, farms, farmers markets, agricultural distribution, and food hubs would receive these 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**

This project will create a pilot program campaign in Marion, Marlboro, Dillon and Williamsburg Counties to increase awareness surrounding the issue of obesity and sourcing more healthy foods, to specifically focus on access to locally grown fruits and vegetables. SCDA will work with private-sector companies and providers to amplify the need for greater access to local agricultural products with by focusing on areas that are food insecure. The campaign will highlight access for residents of food insecure areas to local farmers, farmers markets, Community Supported Agriculture (CSA) boxes, agricultural products, which all assist in healthy eating. Eighty percent of South Carolina's counties have "food deserts" where residents have limited access to fresh, healthy foods – this leads to obesity, diabetes and other health issues. In years to come, ChangeSC could become a statewide initiative.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM C – CAPITAL REQUEST

AGENCY PRIORITY	7
------------------------	---

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Pee Dee State Farmers Market RV Park and Paving
--------------	---

Provide a brief, descriptive title for this request.

AMOUNT	\$2,500,000
---------------	-------------

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.

CPIP PRIORITY	This was not included in the agency's FY23 CPIP because a feasibility and marketing study was being conducted and not complete at the CPIP due date. That study showed this project is a great fit for the location, there is demand for an RV Park in the area, the cost estimates for a first-class venue, and a solid Return on Investment. Therefore, agency leadership determined to move forward with this project and prioritize it in the FY24-25 budget package.
----------------------	---

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

OTHER APPROVALS	Not at this time. Phase I study is being conducted under IDQ.
------------------------	---

What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

LONG-TERM PLANNING AND SUSTAINABILITY	After the initial capital investment, this project will be self-sustaining. Using 30 to 35 sites, with 50% to 80% occupancy, annual revenue is estimated at \$273,000 to \$530,000 over operating and maintenance costs of \$215,000.
--	---

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?

LONG-TERM PLANNING AND SUSTAINABILITY	A needs assessment study for an RV Park at the Pee Dee State Farmers Market (PDSFM) conducted by Clemson University Department of Parks, Recreation & Tourism Management Community Planning and Research Collaborative (CPARCC) examined the site, conducted background research, conducted benchmarking and level of service analysis, performed a market analysis, and made recommendations. The results showed market demand and profitability in multiple scenarios for a facility of this nature in the Florence area. There is a suitable site at PDSFM that is right now an eyesore and unproductive. An RV Park would generate revenue, improve the aesthetics at the market, create additional business opportunities for market vendors, and lead to greater 24 hour security at the market because of more activity.
--	---

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISIO REVISION REQUEST

NUMBER	44.1
---------------	------

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE	Market Bulletin
--------------	-----------------

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM	III. External Affairs & Econ Dev; C. Market Bulletin
-----------------------	--

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST	No.
-------------------------------	-----

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION	Codify
-------------------------	--------

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED	None.
--------------------------------	-------

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION	Allows SCDA to charge a subscription fee for the Market Bulletin.
----------------------------------	---

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

The subscription fee is needed to pay for preparation, printing, and mailing of the Market Bulletin.

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**

The Market Bulletin shall be mailed only to those persons who request it in writing and a record of each request shall be maintained by the department. Provided further, that the Department of Agriculture is authorized to charge a yearly subscription fee to each person requesting the bulletin and may charge for classified advertisements printed in the bulletin. The funds collected pursuant to this provision shall be retained by the department to defray the costs of publication and related incidental expenses.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISO REVISION REQUEST

NUMBER	44.10
---------------	-------

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE	South Carolina Tax Exemption Program
--------------	--------------------------------------

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM	I. Agency Operations; A. Operations
-----------------------	-------------------------------------

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST	No.
-------------------------------	-----

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION	Codify
-------------------------	--------

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED	South Carolina Department of Revenue. The SCATE Card program provides a level of verification / certification of farmers claiming the agricultural sales tax exemption, which should prevent unlawful claiming of the exemption.
--------------------------------	--

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION	<p>This proviso pays for the physical materials, processing, and mailing of the SCATE Card, and system development and maintenance.</p>
----------------------------------	---

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 fee pays for administration of the SCATE program.

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**

The Department of Agriculture is authorized to charge up to \$24 for a three-year registration card for agricultural producers to claim a sales tax exemption on certain qualified purchases. The Department of Agriculture is also authorized to charge \$5 for any replacement cards. The funds collected pursuant to this provision shall be retained by the department to defray any costs associated with the South Carolina Agricultural Tax Exemption Program.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISIO REVISION REQUEST

NUMBER	44.3
---------------	------

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE	Warehouse Receipts Guaranty Fund
--------------	----------------------------------

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM	II. Consumer Protection; A. Consumer Protection
-----------------------	---

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST	No.
-------------------------------	-----

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION	Codify
-------------------------	--------

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED	None.
--------------------------------	-------

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION	Clarifies that SCDA may keep \$50,000 from Warehouse Receipts Fund to manage that fund.
----------------------------------	---

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 pays for the administration of the Warehouse Receipts Fund.

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**

The Department of Agriculture may retain and expend fifty thousand dollars from the Warehouse Receipts Guaranty Fund established by Section 3922150 of the 1976 Code as is necessary for the department to administer the funding of the program.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISIO REVISION REQUEST

NUMBER	44.4
---------------	------

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE	Weights and Measures Registration
--------------	-----------------------------------

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM	II. Consumer Protection; A. Consumer Protection
-----------------------	---

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST	No.
-------------------------------	-----

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION	Codify
-------------------------	--------

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED	None.
--------------------------------	-------

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION	Establishes the fee for weights and measures servicepersons and directs the revenues to be used by SCDA to administer the program.
----------------------------------	--

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

The fee is necessary for administration of the program.

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**

All servicepersons required to be registered with the Department of Agriculture pursuant to the provisions of Section 39965 of the 1976 Code shall pay to the department a registration fee of \$25.00. Revenues generated by this provision shall be for use by the Department of Agriculture to offset expenses incurred in administering this registration program.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISIO REVISION REQUEST

NUMBER	44.5
---------------	------

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE	Sale of Property Revenue
--------------	--------------------------

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM	I. Agency Operations; B. Market Services
-----------------------	--

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST	No.
-------------------------------	-----

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION	Codify
-------------------------	--------

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED	The Department of Administration, as it will not receive proceeds from applicable SCDA property.
--------------------------------	--

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION	This allows SCDA to retain property sale proceeds, except for the State Farmers Market property.
----------------------------------	--

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

Unknown at this time, as the agency has no surplus property.

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**

The department may retain revenues associated with the sale of the property titled to or utilized by the department, except for the State Farmers Market property, and must expend these funds on capital improvements approved by the Joint Bond Review Committee and the State Fiscal Accountability Authority. The department must continue to occupy any property until replacement capital improvements are completed.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISIO REVISION REQUEST

NUMBER

44.6

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE

Export Certification

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM

II. Consumer Protection; A. Consumer Protection; and III. External Affairs & Economic Development; A. Marketing & Promotions

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST

No.

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION

Codify

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED

None.

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION

This allows SCDA to charge up to \$250 for export certifications.

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 fee helps cover the cost of preparing international trade documents.

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**

The Department of Agriculture is allowed to charge up to \$250 for each export certification of agricultural products and to retain revenues to offset expenses incurred in performing certifications.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISO REVISION REQUEST

NUMBER

44.7

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE

Feed Label Registration

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM

II. Consumer Protection; A. Consumer Protection

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST

No.

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION

Codify

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED

None.

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION

Authorizes SCDA to charge and retain a \$15 feed registration fee to offset program costs.

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 helps pay for feed inspections and compliance activities.

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**

The Department of Agriculture is authorized to require the annual registration of feed labels by manufacturers and to charge a fee of \$15.00 for such registrations. Revenues generated by these fees shall be retained and used by the department to offset expenses incurred in operating the Feed Inspection Program.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISIO REVISION REQUEST

NUMBER

44.8

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE

Commodity Boards

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM

III. External Affairs & Economic Development; B. Commodity Boards

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST

No.

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION

Codify

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED

None.

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION

Suspends the provisions of the state procurement code for expenditure of producer assessments by commodity boards.

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

Allows for more efficient and direct investment of farmer dollars by farmers.

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**

In the current fiscal year, the provisions of the Consolidated Procurement Code related to a commodity board's expenditure of assessments collected from producers, as those terms are defined in Section 46-17-40 of the 1976 Code, are suspended.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM D – PROVISO REVISION REQUEST

NUMBER	44.9
---------------	------

Cite the proviso according to the renumbered list (or mark "NEW").

TITLE	Agribusiness Infrastructure Carry Forward
--------------	---

Provide the title from the renumbered list or suggest a short title for any new request.

BUDGET PROGRAM	III. External Affairs & Economic Development; F. Infrastructure Grants
-----------------------	--

Identify the associated budget program(s) by name and budget section.

RELATED BUDGET REQUEST	No.
-------------------------------	-----

Is this request associated with a budget request you have submitted for FY 2024-2025? If so, cite it here.

REQUESTED ACTION	Codify
-------------------------	--------

Choose from: Add, Delete, Amend, or Codify.

OTHER AGENCIES AFFECTED	None.
--------------------------------	-------

Which other agencies would be affected by the recommended action? How?

SUMMARY & EXPLANATION	<p>This proviso recognizes the fiscal year cross-over that often occurs due to the time it takes from grant award to reimbursement for agribusiness development projects, and allows the department to carry-forward funds for that purpose.</p>
----------------------------------	--

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 keeps the 10% carry-forward of operating funds from being reduced by the carry-forward of restricted funds.

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**

The Department of Agriculture is authorized to carry forward any revenues, accrued interest, and unexpended Agribusiness Infrastructure funds from the prior fiscal year into the current fiscal year to be expended for the same purpose. Any Agribusiness Infrastructure funds carried forward are not considered part of and should not be deducted from the base for purposes of calculating the agency's general fund appropriations ten percent carry forward amount, as provided for in this act.

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

Agency Name:	Department Of Agriculture		
Agency Code:	P160	Section:	44

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

TITLE	Agency General Fund Reduction Contingency Plan
--------------	--

AMOUNT	\$534,472
---------------	-----------

What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.

ASSOCIATED FTE REDUCTIONS	None, but refilling of positions could be delayed as attrition occurs.
----------------------------------	--

How many FTEs would be reduced in association with this General Fund reduction?

PROGRAM / ACTIVITY IMPACT	<p>I. Agency Operations: A. Operations</p> <p>II. Consumer Protection: A. Consumer Protection</p> <p>III. External Affairs & Economic Development: A. Marketing & Promotions; E. Agricultural Center for Research & Entrepreneurship (ACRE); F. Infrastructure Grants</p>
----------------------------------	---

What programs or activities are supported by the General Funds identified?

SUMMARY	<p>A 3% reduction in appropriated funds would be shared between the programs above that are funded by general appropriations.</p>
----------------	---

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 purchase of new Consumer Services slide-in fuel inspection equipment, funded in the FY23-24 General Appropriations Bill, should decrease employee turnover and workers compensation claims. While those numbers are harder to pin down, we do know this move will allow SCDA inspectors to do between 25% to 33% more with the same number of employees, which is a savings of not having to hire 25% to 33% more employees. Using the conservative 25% estimate of non-supervisory positions, that equates to \$227,850 in salary and fringe savings annually. Not to mention the savings of also not having to provide vehicles (insurance, fuel, maintenance), inspection equipment, workers compensation premiums, and other operating costs for 25% more employees.

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:	Department Of Agriculture		
Agency Code:	P160	Section:	44

FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS

TITLE	Online Food Facility Registration Portal
--------------	--

Provide a brief, descriptive title for this request.

EXPECTED SAVINGS TO BUSINESSES AND CITIZENS	Having an online portal for businesses to apply for their Registration Verification Certificate (RVC) saves an approximate 2 to 3 hours for both the applicant and SCDA per complete application packet.
--	--

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.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:
	<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

METHOD OF CALCULATION	Comparison of time spent processing paper applications (for both the applicant and SCDA Food Safety team) and online applications.
------------------------------	--

Describe the method of calculation for determining the expected cost or time savings to businesses or citizens.


REDUCTION OF FEES OR FINES	N/A
-----------------------------------	-----

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?

REDUCTION OF REGULATION	N/A
--------------------------------	-----

Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?

SUMMARY	Having an online portal for RVC applications allows businesses to see exactly what is required for a complete application packet, apply from the convenience of their home or business, and attach digital pictures and other files. This saves money on postage, paper, film, ink, and mileage. Previously, applicants often sent incomplete applications to SCDA and there was a lot of time and postage going back and forth until a complete packet was received. Because the system will only accept a complete application, the back and forth has been eliminated. The number of phone consultations between businesses and SCDA has decreased and frustrations have been reduced on both sides.
----------------	---



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