

Agency Name:	Department Of Archives & History		
Agency Code:	H790	Section:	26



Fiscal Year FY 2025-2026

Agency Budget Plan

FORM A - BUDGET PLAN SUMMARY

OPERATING REQUESTS <i>(FORM B1)</i>	For FY 2025-2026, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting General Fund Appropriations.
	<input type="checkbox"/>	Requesting Federal/Other Authorization.
	<input type="checkbox"/>	Not requesting any changes.

NON-RECURRING REQUESTS <i>(FORM B2)</i>	For FY 2025-2026, 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 2025-2026, my agency is (mark "X"):	
	<input type="checkbox"/>	Requesting funding for Capital Projects.
	<input checked="" type="checkbox"/>	Not requesting any changes.
	<input type="checkbox"/>	

PROVISOS <i>(FORM D)</i>	For FY 2025-2026, my agency is (mark "X"):	
	<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>
PRIMARY CONTACT:	W. Eric Emerson, Ph.D.	(803) 896-6185	eemerson@scdah.sc.gov
SECONDARY CONTACT:	Aimee Hood	(803) 896-6213	ahood@scdah.sc.gov

I have reviewed and approved the enclosed FY 2025-2026 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	<u>Agency Director</u>	<u>Board or Commission Chair</u>
SIGN/DATE:	W. Eric Emerson 10/2/24	A.V. Huff, Jr. 10/2/24
TYPE/PRINT NAME:	W. Eric Emerson, Ph.D.	A.V. Huff, Jr., Ph.D.

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

Agency Name:	Department Of Archives & History
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BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B2 - Non-Recurring	SCDAH Exhibit Hall and Meeting Space Expansion	1,250,000	0	0	0	1,250,000	0.00	0.00	0.00	0.00	0.00
2	B2 - Non-Recurring	SC American Revolution Sestercentennial Commission	7,703,195	0	0	0	7,703,195	0.00	0.00	0.00	0.00	0.00
3	B1 - Recurring	SC American Revolution Sestercentennial Commission	9,913,452	0	0	0	9,913,452	0.00	0.00	0.00	0.00	0.00
TOTALS			18,866,647	0	0	0	18,866,647	0.00	0.00	0.00	0.00	0.00

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FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	3
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SC American Revolution Sestercentennial Commission
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Provide a brief, descriptive title for this request.

AMOUNT	<p>General: \$9,913,452</p> <p>Federal: \$0</p> <p>Other: \$0</p> <p>Total: \$9,913,452</p>
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What is the net change in requested appropriations for FY 2025-2026? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	0.00
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input 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"/>	HR/Personnel Related
<input type="checkbox"/>	Consulted DTO during development	
<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # 2	

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	<p>This funding request supports strategies 1.1 (Offer educational programs and products for customers and stakeholders) and 3.1 (Increase local awareness and participation in historic preservation) of the Department of Archives and History's strategic plan.</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?

RECIPIENTS OF	<p>The SC American Revolution Sestercentennial Commission will receive the funds, and the SC Department of Archives and History will serves as the 250th Commission's fiscal agent. The funds would be allocated for the purposes listed below including</p>
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FUNDS

through a competitive grant process based upon predetermined eligibility criteria.

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

Created by Act 101 of the Acts and Joint Resolutions of South Carolina General Assembly in 2019 ... "which shall have the authority and responsibility to plan and execute, insofar as authorized and funded by the General Assembly, a proper observance of the Sestercentennial of the American Revolution in South Carolina, and in cooperation with the South Carolina Battleground Preservation Trust; a national organization, if any; and other similar commemorative organizations in other states. This proper observance of the Sestercentennial must include the role of persons of African American descent in the Revolutionary War."

The Commission has furthered the purpose to include all South Carolina's including women, children, Loyalist, Native American in addition to Free and Enslaved Africans. The Commission desires all voices to be heard who were here during the era of 1770-1783.

Mission

To celebrate and promote South Carolina's role in the American Revolution by educating, engaging, and inspiring South Carolinians and visitors.

Strategic Goals

- Discover and celebrate South Carolina's Revolutionary Era, its significant people, places, principles, and events.
- Interpret, preserve, and make accessible Revolutionary scholarship and sites.
- Educate South Carolinians and the world about South Carolina's roles in the American Revolution.
- Support and promote research and cultural heritage tourism by telling South Carolina's stories from many points of view.
- Support and promote local 250th anniversary commemorative events, arts, preservation, heritage tourism infrastructure, and corresponding economic development

Recurring Funding Initiatives \$9,913,452:

1. \$165,600 for three additional term-limited positions.
 1. Public Relations/ Statewide Community Relations.
 2. Site Acquisition/Interpretation Coordinator.
 3. Grants Management Coordinator.
2. \$200,596 for Office support equipment for new FTEs includes enhanced upgrades to existing capabilities such as software subscriptions (e.g., Adobe, GIS software, Mailchimp, Creative Cloud), improved printing capabilities, travel resources, additional memory for computers, and cloud storage for items not currently covered under the agreement with SCDAH.
3. Grants. SC American Revolution Sestercentennial Commission (SC250) Grants support American Revolution in SC public programs, scholarly research, and historic tourism projects. SC250 goal is to engage each county and community in South Carolina, aiding them in rediscovering their unique American Revolution historical significance, and helping each community to share that story with locals and tourists alike. In addition, the Commission also wants to intentionally seek out and give voice to previously disenfranchised groups; discovering the stories of SC's African Americans, Native Americans, and women and children who were essential to the birthing of a new nation.
4. Grants to Counties:
 1. \$1,976,600 for County and local group Grants.
 2. \$647,556 for Educational/Arts Grants. We partner with other organizations such as the South Carolina Arts Commission, South Carolina artists guilds, South Carolina Governor's Schools as examples.
 3. \$830,623 for Research, Publication and Scholarly Works grants. Examples include under Publications above.
 4. \$6,093,077 for Acquisition, Development, Archeology, and Interpretation and Promotion. SC 250 works with statutory and other partners to acquire battlegrounds and other properties of Revolutionary War historical significance, and then develop and interpret the lands for educational, tourism, and other purposes. We also collaborate with the Conservation Bank, open land trust organizations, and others to interpret existing lands in easement for educational and preservation purposes. Our current priority list is based off several factors including potential for acquisition or access, relationship to 250th anniversary of

events, and relative historical importance. It is a dynamic list as conditions and availability often change, but the current list includes:

1. \$625,000 Expansion and further development/interpretation of Eutaw Springs Battlefield (Orangeburg County): Funding will go towards enhancing the site in preparation for the 250th commemoration of the Battle of Eutaw Springs in 2031, one of the last major battles of the war.
2. \$255,000 Expanded interpretation and site development for Blackstocks battlefield (Spartanburg County).
3. \$155,000 To refurbish, extend and interpret the Revolutionary War Trail along old highway 301 through Allendale County. Trail cover area from closed visitors center in Allendale to the Savannah River at Burton's Ferr
4. \$425,000 to perform archeology, develop trails and provide interpretation for Oconee Town (Oconee County) in partnership with SCPRT.
5. \$220,000 to perform archeology and interpretation at Dunham's Bluff in Florence County.

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 B2 – NON-RECURRING OPERATING REQUEST

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

TITLE	SCDAH Exhibit Hall and Meeting Space Expansion
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Provide a brief, descriptive title for this request.

AMOUNT	\$1,250,000
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What is the net change in requested appropriations for FY 2025-2026? 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 checked="" 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"/>	HR/Personnel Related
	<input checked="" 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 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

ACCOUNTABILITY OF FUNDS	<p>This funding requests supports the following agency strategies: Strategy 1.1 (Offer educational programs and products for customers and stakeholders); Strategy 1.2 (Maximize generated revenue to aid SCDAH in its mission). The expansion of SCDAH's exhibit hall and meeting space would allow the agency to have an exhibit gallery of the state's foundational documents on permanent display, while also adding space for temporary exhibits that would rotate periodically. These exhibits, both permanent and temporary, would help to educate South Carolinians about the rich and complex history of the Palmetto State. The expansion of the agency's exhibit hall also would help to maximize generated revenue for the agency by providing outdoor meeting space on the rooftop of the new exhibit space. This rooftop space would overlook the agency's rear garden, and the agency could be market it separately for parties or receptions, or in conjunction with rental of the agency's back garden. Due to it being an elevated outdoor space, it would generate a higher rental rate than the building's indoor spaces.</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 10px;"></div>
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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?

RECIPIENTS OF FUNDS	<p>The agency would use these funds to pay contractors for building construction and exhibit design and construction. All of these funds would be allocated using a competitive bid process in keeping with state procurement laws.</p>
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What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

**JUSTIFICATION
OF REQUEST**

SCDAH seeks to expand its existing exhibit hall, which, for the past 25 years, has hosted a significant number of exhibits concerning South Carolina history as told through the state's records. The agency's exhibit hall originally was envisioned for the first floor of what is now the Archives and History Center's Research Room, with that space planned for a second story. When that plan changed due to logistical and cost constraints, the current exhibit hall, which is roughly 600 square feet in size, was created to host smaller exhibitions. Though this space has displayed many of the state's noteworthy historical records on a rotating basis, its size prohibits the exhibition of a permanent display of the state's foundational documents, similar to the National Archives, while also housing temporary exhibits. SCDAH is proposing to expand the 600 square foot space by 1600 square feet for a total exhibit space of 2200 square feet. This will create space for a permanent exhibition of the State's most important records (Proprietary Agreement, State Constitutions, Bill of Rights, etc.), while also providing room for temporary exhibits. All of this will help to educate visitors about the state's history.

Importantly, this expansion also will push exhibit space into the agency's rear garden, which would allow the agency to create an outdoor meeting space on the roof of the expanded exhibit hall. This meeting space would overlook the garden and serve as an additional rentable space for those who use the garden for events such as parties, receptions, and weddings. This would generate considerable additional revenue for the agency, which, in the long term, would serve to offset construction costs.

Additional energy costs to the agency resulting from the expansion of this space would be minimal when compared to energy costs for the entire building and would be more than offset by revenue generated through increased facility rentals involving the exhibition rooftop space. The agency would continue to fund its temporary exhibits through funds granted from the SC Archives and History Foundation and from partnerships with, and grants from, other organizations. This non-recurring appropriation request would not create a need for recurring funds.

Estimated Project Costs:

Construction of Exhibit Hall addition (2200 sq. ft. @ \$636 per sq. ft.)		\$1,400,000
Architectural and engineering services		350,000
Exhibit Design and Construction		<u>1,500,000</u>
	Subtotal	\$3,250,000
FY 24-25 Appropriation		<u>\$2,000,000</u>
FY 25-26 Request		\$1,250,000

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 B2 – NON-RECURRING OPERATING REQUEST

AGENCY PRIORITY	2
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SC American Revolution Sestercentennial Commission
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Provide a brief, descriptive title for this request.

AMOUNT	\$7,703,195
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What is the net change in requested appropriations for FY 2025-2026? 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 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"/>	HR/Personnel Related
	<input checked="" 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 type="checkbox"/>	Public Infrastructure and Economic Development
	<input checked="" type="checkbox"/>	Government and Citizens

ACCOUNTABILITY OF FUNDS	<p>This funding request supports strategies 1.1 (Offer educational programs and products for customers and stakeholders) and 3.1 (Increase local awareness and participation in historic preservation) of the Department of Archives and History's strategic plan.</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?

RECIPIENTS OF FUNDS	<p>The SC American Revolution Sestercentennial Commission will receive the funds, and the SC Department of Archives and History will serve as the 250th Commission's fiscal agent. The funds would be allocated for the purposes listed below including through a competitive grant process based upon predetermined eligibility criteria.</p>
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What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon

JUSTIFICATION OF REQUEST

Created by Act 101 of the Acts and Joint Resolutions of South Carolina General Assembly in 2019 ... "which shall have the authority and responsibility to plan and execute, insofar as authorized and funded by the General Assembly, a proper observance of the Sestercentennial of the American Revolution in South Carolina, and in cooperation with the South Carolina Battleground Preservation Trust; a national organization, if any; and other similar commemorative organizations in other states. This proper observance of the Sestercentennial must include the role of persons of African American descent in the Revolutionary War."

The Commission has furthered the purpose to include all South Carolina's including women, children, Loyalist, Native American in addition to Free and Enslaved Africans. The Commission desires all voices to be heard who were here during the era of 1770-1783.

Mission

To celebrate and promote South Carolina's role in the American Revolution by educating, engaging, and inspiring South Carolinians and visitors.

Strategic Goals

- Discover and celebrate South Carolina's Revolutionary Era, its significant people, places, principles, and events.
- Interpret, preserve, and make accessible Revolutionary scholarship and sites.
- Educate South Carolinians and the world about South Carolina's roles in the American Revolution.
- Support and promote research and cultural heritage tourism by telling South Carolina's stories from many points of view.
- Support and promote local 250th anniversary commemorative events, arts, preservation, heritage tourism infrastructure, and corresponding economic development.

Non- Recurring Funding Initiatives \$7,703,195:

1. State-Level Commemorative Events. We plan and support programs designed to accomplish our mission and to be accessible by a broad audience, to serve citizens in urban and rural settings, and to make programs, research, and sites that illuminate and enrich the lives of every person at every age

\$1,255,000 for Carolina Days 2025

\$ 3,952,000 for finalizing and executing Carolina Days 2026

\$425,120 for Patriot First Blood-James Birmingham Day November 19-21, 2025, Commemoration of the first blood drawn on South Carolina soil for the American Independence effort.

2. Education Initiatives.

\$525,000 for Liberty Day at the State House.

\$320,100 to inventory and create a central repository for all available educational materials related to South Carolina's Revolutionary era contributions, ensuring education has easy and one stop access to resources.

\$145,500 to create, install and continue documenting historical markers and to mark and document original colonial roads throughout South Carolina

\$439,075 to Virtual and Augmented Reality: Begin discussions and planning for the integration of VR and AR technology into classrooms and other educational settings, allowing for immersive learning experiences about South Carolina's Revolutionary history.

3. Publications

\$125,520 Francis Marion Papers

\$ 250,230 Lord Rawdon Papers

\$125,150 Thomas Sumter Papers

\$75,250 Henry Laurens Research and Papers

\$65,150 Graphic Novels Series

requested, explain why existing vacancies are not sufficient.

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

TITLE	Agency Cost Savings and General Fund Reduction Contingency Plan
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AMOUNT	\$190,427
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What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.

ASSOCIATED FTE REDUCTIONS	Elimination of four (4) FTE positions: Two (2) Administrative Assistant I and two (2) Archivist IV positions in association with this General Fund Reduction.
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How many FTEs would be reduced in association with this General Fund reduction?

PROGRAM / ACTIVITY IMPACT	<p>The elimination of these positions would impact the agency's Administrative Division and its revenue-generating activities. In particular, the agency's facility rental program, gift shop operations, and agency events would be affected by the elimination of the two Administrative Assistant positions.</p> <p>The decision to leave unfilled two Archivist IV positions responsible for accessioning and processing government digital and paper records would have an impact on the total number of records processed and made available to the public for research.</p>
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What programs or activities are supported by the General Funds identified?

SUMMARY	<p>The Department of Archives and History is proposing to eliminate two (2) positions in the Administrative Division and leave unfilled two (2) Archivist IV position in the Archives and Records Management Division to meet the 3% reduction, which totals \$190,427. The elimination of two Administrative Assistant I positions would impact staffing for facility rentals, giftshop sales, and facility coordination. The agency also would leave unfilled two Archivist IV positions responsible for accessioning and processing records. The agency would compensate for the loss of these four positions by adding additional duties and responsibilities to other Administrative and operational division staff members. Remaining Administrative Division staff members would be responsible for facility rentals, gift shop sales, and events, while Archives and Records Management staff members would continue with their responsibilities for accessioning and processing digital and paper records as they are accessioned by the Archives. By eliminating or leaving unfilled the aforementioned positions, the agency would retain all current mission-critical personnel and would not endanger its mission effectiveness.</p>
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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	<p>The aforementioned reductions will reduce the agency's operating costs by 3%. These include the elimination of four FTE positions as previously outlined: 1) two Administrative Assistants, and 2) two Archivist IV's.</p>
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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?

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FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS

TITLE	Reducing Business and Citizen Costs Through Record Digitization
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Provide a brief, descriptive title for this request.

EXPECTED SAVINGS TO BUSINESSES AND CITIZENS	The SCDAH document digitization program and the agency's continuing enhancement of the South Carolina Electronic Records Archive (SCERA), the Online Records Index (ORI), and the South Carolina Historic Property Record (SCHPR) will save researchers the cost of travel and lodging, photocopy orders, and research fees associated with traditional research at the agency's Archives and History Center.
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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.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply: <input type="checkbox"/> Repeal or revision of regulations. <input checked="" 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
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METHOD OF CALCULATION	Travel time for researchers is based upon the distance that the researcher travels to visit the Archives and Records Center in Columbia. If researchers are travelling from outside of South Carolina, they also save the cost of fuel, food, and lodging that they would expend by conducting research at the Archives and History Center, Columbia. In addition, by conducting research using the agency's online collections, researchers save the cost of photocopies. Photocopies currently are 40 cents per copy, while digital copies are free and downloadable. Increasing digitization of the agency's collections also reduces research fees, which are \$5 for in-state requests and \$15 for out-of-state requests. With more collections available online, researchers will rely less on agency staff to conduct research on their behalf, which also will lead to more staff time devoted to processing and digitizing more collections.
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Describe the method of calculation for determining the expected cost or time savings to businesses or citizens.

REDUCTION OF FEES OR FINES	Copy fees (40 cents per copy) and research fees (\$5 in state and \$15 out of state) will be reduced as the agency proceeds with its rapid digitization of its holdings. Total copy and research fees for the past fiscal year were in excess of \$22,000. The enabling authority to collect those fees is SC Code 60-11-103.
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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?

REDUCTION OF REGULATION	N/A
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Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?

	<p>For a number of years, the agency has been digitizing its holdings to make them more accessible to researchers. This effort has intensified each year over the past 15 years, and with the creation of the South Carolina Electronic Records Archive (SCERA) in 2015, the South Carolina Historic Property Record (SCHPR) in 2016, and ongoing upgrades to the agency's Online Records Index (ORI) 2017-2023, the agency has made an ever-growing number of historical records available to the public online. This has resulted in researchers conducting greater amounts of research of the state's records online. While both the agency's efforts to digitize historical records and the public's expectations of conducting research online intensified during the pandemic, digitization of the agency's historical records already had resulting in a continuous annual decline in the number of researchers visiting the agency's Research Room. As Research Room visitation has dropped, customer use of the agency's online holdings has increased rapidly, with several hundred thousand researchers accessing the Archives research pages and the South Carolina Electronic Records Archive (SCERA) annually.</p> <p>As the agency continues to digitize and make the state's historical records available online, we anticipate a continuing decrease in the number of visitors to our Research Room, which will allow more staff members to focus on digitization instead of filling</p>
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SUMMARY

research and photocopy orders. This process also will focus future agency expenditures on digital infrastructure and the hiring of digital archivists and records managers.

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