Agency Name:	State Library		
Agency Code:	H870	Section:	27

Fiscal Year FY 2025-2026

Agency Budget Plan

FORM A - BUDGET PLAN SUMMARY

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

NON-RECURRING REQUESTS (FORM B2)	For FY 2025-2026, my agency is (mark "X"):	
		Requesting Non-Recurring Appropriations.
		Requesting Non-Recurring Federal/Other Authorization.
	X	Not requesting any changes.

CAPITAL REQUESTS (FORM C)	For FY 2025-2026, my agency is (mark "X"):	
		Requesting funding for Capital Projects.
	X	Not requesting any changes.

PROVISOS (FORM D)	For FY 2025-2026, my agency is (mark "X"):	
		Requesting a new proviso and/or substantive changes to existing provisos.
	X	Only requesting technical proviso changes (such as date references).
		Not requesting any proviso changes.

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

	Name	Phone	Email
PRIMARY CONTACT:	Wendy Coplen	(803) 734-0436	wcoplen@statelibrary.sc.gov
SECONDARY CONTACT:	Leesa M. Aiken	(803) 734-8668	laiken@statelibrary.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.

	Agency Director	Board or Commission Chair
SIGN/DATE:	*Leesa M. Aiken* 9/26/24	*Anna Claire Dando* 10/3/24
TYPE/PRINT NAME:	Leesa M. Aiken	Anna Claire Dando

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

Agency Name:	State Library
Agency Code:	H870
Section:	27

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	New Positions and Associated Funding	812,851	0	0	0	812,851	10.00	0.00	0.00	0.00	10.00
2	B1 - Recurring	Increase Aid to County Libraries	2,255,910	0	0	0	2,255,910	0.00	0.00	0.00	0.00	0.00
TOTALS			3,068,761	0	0	0	3,068,761	10.00	0.00	0.00	0.00	10.00

Agency Name:	State Library
Agency Code:	H870
Section:	27

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	New Positions and Associated Funding	812,851									

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	1

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	**New Positions and Associated Funding**

Provide a brief, descriptive title for this request.

AMOUNT	**General: $812,851** **Federal: $0** **Other: $0** **Total: $812,851**

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	10.00

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

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

X	Change in cost of providing current services to existing program audience
	Change in case load/enrollment under existing program guidelines
	Non-mandated change in eligibility/enrollment for existing program
	Non-mandated program change in service levels or areas
	Proposed establishment of a new program or initiative
	Loss of federal or other external financial support for existing program
	Exhaustion of fund balances previously used to support program
	IT Technology/Security related
X	HR/Personnel Related
	Consulted DTO during development
	Related to a Non-Recurring request – If so, Priority #

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	**Mark "X" for primary applicable Statewide Enterprise Strategic Objective:**

	Education, Training, and Human Development
	Healthy and Safe Families
	Maintaining Safety, Integrity, and Security
	Public Infrastructure and Economic Development
X	Government and Citizens

ACCOUNTABILITY OF FUNDS	**Education, Training, and Human Development**: **Strategic Direction I Innovation**: Demonstrate Excellence in Library Services. Provide continuing education and targeted skill development for library professionals and paraprofessionals. Provide consulting services to library staff and library board of trustees. **Healthy and Safe Families**: **Strategic Direction II Collaboration**: Strengthen Community Engagement. Provide reader advisory service and library materials to patrons who are blind or print disabled. **Government and Citizens**: **Strategic Direction III Participation**: Provide equitable access to information. Acquire, process, catalog, maintain, and delivery quality resources. Provide teachers, students, families, libraries, and the general public with access to electronic resources to meet informational needs of South Carolinians. **Strategic Direction IV Preservation**: Advance collection Stewardship and Access. Digitize and preserve South Carolina history. Provides transparency in government with centralized and free, statewide access to state publications. Serve as a depository for federal publications.

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	These funds will be used for the personnel costs associated with salary and fringe.

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 South Carolina State Library has been functioning with roughly the same number of staffing allocations for twenty years, however the manner in which we deliver services and meet our associated mandates has changed significantly. As the State Documents Depository, the State Library plays a crucial role in preserving and documenting South Carolina's history. We have successfully secured funding for the acquisition of a state-of-the-art scanner and digitization equipment, significantly enhancing the library's digitization capabilities. This advanced equipment is designed to meet the current and future needs of the SCSL, ensuring the preservation of our state's historical documents with greater efficiency and precision. The State Library's collection includes materials dating back as far as the late 1700s, making this investment critical for the preservation of South Carolina's rich heritage. The scanner's advanced technology increases the number of items that can be scanned simultaneously, significantly boosting productivity. The South Carolina State Library (SCSL) serves as a vital resource for individuals who are blind or print-disabled through its Talking Book Services program. There has been a notable expansion in both enrollment and engagement with this essential service. From FY23 to FY24, the Talking Book Services program experienced a significant 15% increase in patronage, reflecting our efforts to enhance outreach and improve program visibility. Additionally, circulation figures have risen by over 11%. During FY23, South Carolina public libraries circulated over 31 Million items and had 7.8 Million library visits. The South Carolina State Library provides direct expertise to public libraries, county library boards, and local governments. The number of direct patrons the South Carolina State Library serves has grown exponentially from 1,064 in FY22 to 2,463 in FY23 to 4,016 in FY24. This remarkable rise in registrations reflects the successful outreach and promotional efforts implemented, as well as the increased engagement and utilization of library services by the community. The South Carolina State Library's Discus program has been a trusted staple of education for 20 years providing access to an outstanding collection of electronic, subscription databases which are available 24/7. Discus is used extensively by all schools, including homeschools and virtual schools, and public and academic libraries. The State Library's electronic resources were accessed 18,808,129 times in FY2022. The State Library is in a growth pattern of upward mobility and we require these additional positions to ensure we can meet the needs of our varied customer groups.

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.

FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	2

Provide the Agency Priority Ranking from the Executive Summary.

TITLE	**Increase Aid to County Libraries**

Provide a brief, descriptive title for this request.

AMOUNT	**General: $2,255,910** **Federal: $0** **Other: $0** **Total: $2,255,910**

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

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

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

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	**Mark "X" for primary applicable Statewide Enterprise Strategic Objective:**
	Education, Training, and Human Development
	Healthy and Safe Families
	Maintaining Safety, Integrity, and Security
	Public Infrastructure and Economic Development
	X — Government and Citizens

ACCOUNTABILITY OF FUNDS	These funds are pass through funds to all public libraries in the State of South Carolina. The State Library does not retain any of these funds for agency use.

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	These funds are pass through funds to all public libraries in the State of South Carolina. The State Library does not retain any of these funds for agency use.

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	Disbursement of State Aid to County Libraries funding combined with local dollars provides funding to public libraries in South Carolina so that they may provide quality programs and products to South Carolinians. Last year public libraries had 7.8 million visits from members of their communities and circulated over 31 million items. While each public library in our state receives some form of local support, it is the addition of state dollars that make many of the services and programs above the basic offerings possible. The request for an additional $2,255,910 will increase State Aid to County Libraries from $2.50 per capita to $3.00 per capita. This funding will be used in a variety of ways depending on the needs of individual counties, some examples include:

- Expand early childhood literacy programs
- Expand the summer reading program
- Increase dedicated bandwidth through dark fiber to each branch library
- Collection development of both print and digital materials
- Increase e-book offerings
- Training resources to increase skills directly tied to workforce development and employment
- Increase outreach activities
- Partner with local school districts, and SC Works on workforce development activities
- Add or expand streaming resources
- Add materials for children, teens, and adults
- Upgrade computer and photocopier equipment for patron usage
- Expand electronic resources

Without these additional funds public libraries will be limited in their offerings of programs, materials, and valuable technology to aid

workforce development, which fuels an area's economic development.

Agency Name:	State Library		
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FORM D – PROVISO REVISION REQUEST

NUMBER	27.5

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

TITLE	LIB:SCLENDS

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

BUDGET PROGRAM	N/A

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

RELATED BUDGET REQUEST	

Is this request associated with a budget request you have submitted for FY 2025-2026? If so, cite it here.

REQUESTED ACTION	Amend

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

OTHER AGENCIES AFFECTED	None

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

SUMMARY & EXPLANATION	Update language from: SCLENDS - South Carolina Evergreen Network Delivery System to South Carolina Library Electronic Network Delivery System (SCLENDS). Change the word "Evergreen" to "Electronic".

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	None

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

	27.5. (LIB: SCLENDS) The State Library may accept money for the South Carolina Library ~~Evergreen~~ **Electronic** Network Delivery System (SCLENDS), a consortium providing patrons access to more library materials. The consortium shall allow South Carolina libraries the ability to share resources and provide a forum for sharing expertise in technical areas such as systems administration and cataloging. Funds received by the State Library for SCLENDS shall be placed in a special account and shall only be utilized to pay for items related to SCLENDS. Unexpended funds may be carried forward from the prior fiscal year into the current fiscal year and be used for the same purpose.

PROPOSED PROVISO TEXT

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

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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

AMOUNT	$674,492
	What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.

ASSOCIATED FTE REDUCTIONS	We are unable to reduce staff or staffing positions - our staff are our greatest resource. Their ingenuity and intelligence are what have afforded us the possibly to continue to meet the needs of our customers to include the General Assembly, public libraries, teachers, students, other state agencies and families.
	How many FTEs would be reduced in association with this General Fund reduction?

PROGRAM / ACTIVITY IMPACT	A 3% fund reduction based on the total budget received by the South Carolina State Library includes Reduction in pass through funds allocated by the General Assembly to State Aid to Public Libraries. State Aid funds to public libraries and Discus, South Carolina's electronic library for the K-12 community to include, teachers, students, and families would take the bulk of any reduction.
	What programs or activities are supported by the General Funds identified?

SUMMARY	The 3% reduction calculation includes pass-through funds titled "Aid to County Libraries" and should be excluded from the State Library's budget calculation. Aid to County Libraries makes up approximately 67% of the State Library's total budget. The reduction has been calculated including the funding for aid to county libraries. Reducing the general fund reduction amount to the true 3% of the State Library appropriation, not to include pass-through funds would be significantly lower at $231,532. If the general fund reduction is not recalculated, the State Library will be forced to reduce funds for the aid to county libraries by $442,960. The State Library will also reduce our electronic resources budget by $231,532, which will limit the databases purchased to support Discus. Discus is the state's on-line library used by teachers, children, the K-12 community, and South Carolina residents.
	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 South Carolina State Library operates on a very small budget and uses allocated resources and partnerships to their fullest potential to maximize the state's funds. We cannot reduce funds by $50,000, and continue to be effectively meet our mission and objectives.
	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?

FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS

TITLE	Discus, South Carolina's Virtual Library for the K-12 Community

Provide a brief, descriptive title for this request.

EXPECTED SAVINGS TO BUSINESSES AND CITIZENS	$54,000,000 per year.

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:**

	Repeal or revision of regulations.
	Reduction of agency fees or fines to businesses or citizens.
	Greater efficiency in agency services or reduction in compliance burden.
X	Other

METHOD OF CALCULATION	The South Carolina State Library saves the State over $54,000,000 dollars in cost avoidance every year by leveraging the State's funds for Discus. The South Carolina State Library negotiates statewide contracts with vendors for products included in Discus, for approximately $2,700,000 per year. If each school and library purchased the products that are provided through Discus the cost would exceed $56,000,000. Discus provides equal access to accurate information to all South Carolinians.

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	The South Carolina State Library's mission, vision, goals, and objectives center on creating an environment with equal access to information that supports growth both personally and professionally for individuals and businesses. We believe in leveraging our funding to provide access to quality resources. We have found that partnerships help us achieve our goals by sharing resources for a broader impact. Our partners include USC, SC Department of Education, the Columbia Museum of Art, SC ETV, the SC Arts Commission, and the South Carolina Human Affairs Commission.
	
	The Discus collection of more than 70 subscription databases is available 24/7 and supports K-12 schools, public libraries, and academic institutions. All K-2 schools, including charter, virtual, public, home, and private, use Discus extensively for research, learning, and programming. Discus was accessed over 24 million times for full text retrievals and had an increase in usage in the following areas:
	
	    ○ PebbleGo Science usage increased 67%.
	    ○ PebbleGo Next Biographies increased 82%.
	    ○ Gale in Context: Biography increased 8%.
	    ○ Gale in Context: Elementary increased 25%.
	    ○ LearningExpress Library increased 4%.
	    ○ TumbleBooks Library increased 3%.
	
	In the fall of 2021, the State Library announced a three-year $1.5 million partnership with the SC Department of Education to address the continuing academic impact of the COVID-19 pandemic by ensuring funding for Tutor.com. Utilizing the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Fund, the Tutor.com service provides equal access to individualized learning for all students and families. Tutoring is available for English and Spanish speakers 24/7 and offers access to highly qualified tutors in more than 200 subject areas. The State Library plans to continue to offer Tutor.com after this partnership ends.
	
	The Tutor.com platform includes additional tools that are becoming very popular with students, including practice quizzes, SAT/ACT Essentials, Skill Center assistance, and Video Library views. The tutoring hours are the most used aspect of Tutor.com, and the ability to re-watch previous tutoring sessions is the second most used feature of Tutor.com, with 98% of respondents glad that Discus offers this service.
	
	The Discus Training and Outreach Coordinators presented to 57 groups, including school districts, non-profits organizations, educators, academic communities, and state agency partners. These specific training sessions were attended by 701 attendees. There were also 20 live webinars hosted by vendor partners and the Discus Virtual Training Coordinator. These sessions were open to educators, parents, and the public, with 124 attendees and 207 recordings viewed throughout the year. Discus exhibited 22 times at First Steps programs, family literacy nights, statewide and regional conferences, and homeschool expos reaching 6,095 attendees.

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