

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27



Fiscal Year 2017-18
Agency Budget Plan

FORM A – SUMMARY

RECURRING FUNDS
(FORM B)
DECISION PACKAGES)

My agency is submitting the following recurring decision packages listed in priority order (Form B): 10831; 10815; 10840; 10803; 10834; 10837

For FY 2017-18, my agency is (mark "X"):

<input checked="" type="checkbox"/>	Requesting a net increase in recurring General Fund appropriations.
<input type="checkbox"/>	Not requesting a net increase in recurring General Fund Appropriations.

CAPITAL &
NON-RECURRING
FUNDS
(FORM C)
DECISION PACKAGES)

My agency is submitting the following one-time decision packages listed in priority order (Form C):

For FY 2017-18, my agency is (mark "X"):

<input type="checkbox"/>	Requesting capital and/or non-recurring funds.
<input checked="" type="checkbox"/>	Not requesting capital and/or non-recurring funds.

PROVISOS
(FORM D)

For FY 2017-18, 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.

	Name	Phone	Email
PRIMARY CONTACT:	Leesa M. Aiken	803-734-8668	laiken@statelibrary.sc.gov
SECONDARY CONTACT:	Paula M. James	803-734-8917	pjames@statelibrary.sc.gov

I have reviewed and approved the enclosed FY 2017-18 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	Agency Director	Board or Commission Chair
SIGN/DATE:	<i>Leesa M. Aiken</i>	<i>Debbie Hyles 9/29/16</i>
TYPE/PRINT NAME:	Leesa M. Aiken	Debbie Hyles

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

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FORM B – PROGRAM REVISION REQUEST

DECISION PACKAGE	10831
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	Increase in funding for Aid to County Libraries
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Provide a brief, descriptive title for this request.

AMOUNT	\$2,041,729
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What is the net change in requested appropriations for FY 2015-16? This amount should correspond to the decision package's total in PBF across all funding sources.

ENABLING AUTHORITY	27.1 LIB: Aid to Counties Allotment
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What state or federal statutory, regulatory, and/or administrative authority established this program? Is this decision package prompted by the establishment of or a revision to that authority?

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:
	<input type="checkbox"/> (Base Adjustment) Allocation of statewide employee benefits.
	<input type="checkbox"/> (Base Adjustment) Realignment within existing programs and lines.
	<input type="checkbox"/> (Base Adjustment) Restructuring of agency programs – <i>requires pre-approval.</i>
	<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.	

RECIPIENTS OF FUNDS	Funding is pass-through only from the General Assembly through the State Library to all public libraries in South Carolina. The South Carolina State Library does not retain any of these funds.
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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?

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ACCOUNTABILITY OF FUNDS	<p>Goal #1.5.1: Public Infrastructure and Economic Development: Administer State Aid to public libraries to ensure maintenance of library personnel and operations.</p>
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What specific agency objective, as outlined in the agency’s accountability report, does this funding request support? How would this request advance that objective?

POTENTIAL OFFSETS	<p>N/A</p>
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For decision packages that request non-mandatory funding increases to programs or initiatives, please identify a potential offset within an existing lower priority or ineffective program(s).

MATCHING FUNDS	<p>SC R75-1-C states that “Local library support shall not be less than the amount actually expended for library operations from local sources in the second preceding year.” This enabling legislation essentially requires county funds to be allocated appropriately so that the aid to county library funding does not become the primary funding for public libraries.</p>
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source, amount, and terms of the match requirement.

FUNDING ALTERNATIVES	<p>No – these are separate funds for each county library.</p>
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What other possible funding sources were considered? Could this request be met in whole or in part with the use of other resources, including fund balances? If so, please comment on the sustainability of such an approach.

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SUMMARY		<p>The South Carolina State Library works in many ways to fulfill its mission. Disbursement of funding to county libraries combined with local dollars provides services to communities in South Carolina. The aid to county library funding supports each county with providing quality library services. These funds assist libraries in providing equal access to information, thus reducing the informational disparities that remain a challenge for some counties to overcome. While the community of each public library in our state receives local support, it is this addition of state dollars that provides for many of the services that support the educational needs of a community as well as the development of the local workforce, which fuels an area’s economic development. The infusion of these state dollars for public libraries is provided through the South Carolina State Library. The request for an additional \$2,041,729 will increase State Aid to \$2.00 per capita, with a \$75,000 minimum per county. We are still trying to recover from the recession while providing valuable resources. This per capita amount is still lower than the amount given in 2007 of \$2.25.</p>
Information Technology /Security	Y/N N/A	
Consulted DTO during development	Y/N N/A	

Provide a summary of the rationale for the decision package. Why has it been requested? How specifically would the requested funds be used? If the request is related to information security or information technology, explain its relationship to the agency’s security or technology plan.

METHOD OF CALCULATION	<p>These funds are calculated at \$2.00 per capita using 2010 census data with a \$75,000 minimum for each county.</p>
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How was the amount of the request calculated? What factors could cause deviations between the request and the amount that could ultimately be required in order to perform the underlying work?

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FUTURE IMPACT	<p>There is no future impact to State obligations.</p>
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Will the state incur any maintenance-of-effort or other obligations by adopting this decision package? What impact will there be on future capital and/or operating budgets if this request is or is not honored? Has a source of any such funds been identified and/or obtained by your agency?

PRIORITIZATION	<p>There will be no impact to the State Library directly. This request would be deferred to the next budget year when funds are available.</p>
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If no or insufficient new funds are available in order to meet this need, how would the agency prefer to proceed? By using fund balances, generating new revenue, cutting other programs, or deferring action on this request in FY 2015-16?

INTENDED IMPACT	<p>Aid to provide equal access to information, programs, education, and workforce development for each county in South Carolina.</p>
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What impact is this decision package intended to have on service delivery and program outcomes, and over what period of time?

PROGRAM EVALUATION	<p>These are pass-through funds for each county library. These funds support a variety of programs which are evaluated at the county level. These funds are not used to supplement operations or personnel.</p>
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How would the use of these funds be evaluated? What specific outcome or performance measures would be used to assess the effectiveness of this program?

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FORM B – PROGRAM REVISION REQUEST

DECISION PACKAGE	10815
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Provide the decision package number issued by the PBF system (“Governor’s Request”).

TITLE	Increase in Building Maintenance and Regulatory Compliance Upgrades
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Provide a brief, descriptive title for this request.

AMOUNT	\$100,000
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What is the net change in requested appropriations for FY 2015-16? This amount should correspond to the decision package’s total in PBF across all funding sources.

ENABLING AUTHORITY	South Carolina Code of Laws 1976, Section 60-1-10; Section 60-1-120; Section 60-1-100.
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What state or federal statutory, regulatory, and/or administrative authority established this program? Is this decision package prompted by the establishment of or a revision to that authority?

FACTORS ASSOCIATED WITH THE REQUEST	Mark “X” for all that apply:
	<input type="checkbox"/> (Base Adjustment) Allocation of statewide employee benefits.
	<input type="checkbox"/> (Base Adjustment) Realignment within existing programs and lines.
	<input type="checkbox"/> (Base Adjustment) Restructuring of agency programs – <i>requires pre-approval.</i>
	<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.	

RECIPIENTS OF FUNDS	South Carolina State Library.
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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?

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ACCOUNTABILITY OF FUNDS	<p>Goal #1: Education, Training, and Human Development: Libraries serve as educational institutions for an informed populace.</p> <p>Goal #2: Health and Safe Families: Library services respond to focused needs of South Carolina citizens.</p> <p>Goal #3: Public Infrastructure and Economic Development: Sate employees engage in excellent government practice.</p> <p>Goal #4: Education, Training, and Human Development: Young children will be better prepared for school, with pre-reading skills and reading motivation in place, and their families will be supportive and engaged in the child’s reading progress.</p>
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What specific agency objective, as outlined in the agency’s accountability report, does this funding request support? How would this request advance that objective?

POTENTIAL OFFSETS	N/A
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For decision packages that request non-mandatory funding increases to programs or initiatives, please identify a potential offset within an existing lower priority or ineffective program(s).

MATCHING FUNDS	No matching funds.
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source, amount, and terms of the match requirement.

FUNDING ALTERNATIVES	None
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What other possible funding sources were considered? Could this request be met in whole or in part with the use of other resources, including fund balances? If so, please comment on the sustainability of such an approach.

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SUMMARY		<p>The South Carolina State Library building was built in 1968, few upgrades have been done since that time to meet the functionality needs of our patrons. The library was built as a traditional library with a large collection. The way that we deliver services and meet the mandates established by the General Assembly has changed significantly since that time. Our primary delivery method is in person training and electronic resources. Various areas of the building which had previously been used for books have been converted to areas for personnel. Funding is needed to make the work area more functional.</p> <p>Our restrooms do not currently meet the standards established by the American with Disabilities Act (ADA). We have many patrons who visit our building who are blind or visually disabled. We also have many people who use assistive technology devices for mobilization. Our building is hazardous for those patrons as it does not meet current ADA regulations.</p>
Information Technology /Security	Y/N N	<p>Additionally, because we are the State's depository and a federal depository our areas of collection must be kept at a stable temperature to preserve those resources. We are assessed an energy surcharge by the Department of Administration annually for approximately \$40,000. We have been unable to pay the surcharge for the last several years. The state's valuable collection is in jeopardy of falling into disrepair. Several areas of our building have mold present.</p>
Consulted DTO during development	Y/N N	

Provide a summary of the rationale for the decision package. Why has it been requested? How specifically would the requested funds be used? If the request is related to information security or information technology, explain its relationship to the agency's security or technology plan.

METHOD OF CALCULATION	<p>These funds were calculated using estimates to meet standards for regulatory upgrades and for building maintenance.</p>
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How was the amount of the request calculated? What factors could cause deviations between the request and the amount that could ultimately be required in order to perform the underlying work?

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FUTURE IMPACT	<p>The South Carolina State Library building will continue to fall behind in appropriate building maintenance, jeopardizing our collection, and providing equal access and use of the building by our patrons.</p>
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Will the state incur any maintenance-of-effort or other obligations by adopting this decision package? What impact will there be on future capital and/or operating budgets if this request is or is not honored? Has a source of any such funds been identified and/or obtained by your agency?

PRIORITIZATION	<p>Some of the upgrades and maintenance needs are imperative to our patrons' ability to access the building so that they can utilize much needed resources. Funding will be used from other areas to meet the regulatory standards.</p>
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If no or insufficient new funds are available in order to meet this need, how would the agency prefer to proceed? By using fund balances, generating new revenue, cutting other programs, or deferring action on this request in FY 2015-16?

INTENDED IMPACT	<p>A functioning building which meets the needs of our patrons and employees, and provides equitable access to all resources.</p>
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What impact is this decision package intended to have on service delivery and program outcomes, and over what period of time?

PROGRAM EVALUATION	<p>Equal, safe access to the State Library building and the resources that we provide.</p>
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How would the use of these funds be evaluated? What specific outcome or performance measures would be used to assess the effectiveness of this program?

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FORM B – PROGRAM REVISION REQUEST

DECISION PACKAGE	10840
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	Request for additional FTE positions for Library Development.
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Provide a brief, descriptive title for this request.

AMOUNT	\$98,038
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What is the net change in requested appropriations for FY 2015-16? This amount should correspond to the decision package's total in PBF across all funding sources.

ENABLING AUTHORITY	South Carolina Code of Laws 1976, Section 60-1-10; Section 60-1-80; Section 60-1-120.
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What state or federal statutory, regulatory, and/or administrative authority established this program? Is this decision package prompted by the establishment of or a revision to that authority?

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:
	<input type="checkbox"/> (Base Adjustment) Allocation of statewide employee benefits.
	<input type="checkbox"/> (Base Adjustment) Realignment within existing programs and lines.
	<input type="checkbox"/> (Base Adjustment) Restructuring of agency programs – <i>requires pre-approval.</i>
	<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.	

RECIPIENTS OF FUNDS	South Carolina State Library.
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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?

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ACCOUNTABILITY OF FUNDS	<p>Goal #1: Education, Training, and Human Development: Libraries serve as educational institutions for an informed populace.</p> <p>Goal #2: Health and Safe Families: Library services respond to focused needs of South Carolina citizens.</p> <p>Goal #3: Public Infrastructure and Economic Development: State employees engage in excellent government practice.</p> <p>Goal #4: Education, Training, and Human Development: Young children will be better prepared for school, with pre-reading skills and reading motivation in place, and their families will be supportive and engaged in the child's reading progress.</p>
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What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective?

POTENTIAL OFFSETS	N/A
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For decision packages that request non-mandatory funding increases to programs or initiatives, please identify a potential offset within an existing lower priority or ineffective program(s).

MATCHING FUNDS	Federal funds.
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source, amount, and terms of the match requirement.

FUNDING ALTERNATIVES	Federal funds will be used for salary and benefits.
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What other possible funding sources were considered? Could this request be met in whole or in part with the use of other resources, including fund balances? If so, please comment on the sustainability of such an approach.

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SUMMARY		<p>These two positions are needed to address the growing need for public libraries to possess knowledge and guidance on issues of access and inclusion of diverse populations. These positions will promote and support accessible services, resources and programs, and improved staff skills for working with the state's diverse population. These positions will work closely with agency colleagues to ensure equitable access and opportunities in public libraries and the State Library, for participation by individuals of diverse groups or with differing abilities, their families, and caregivers.</p> <p>We will provide consultation and expertise in all matters related to inclusivity and accessibility for services provided by the State Library and public libraries to diverse populations, including people of various cultural and ethnic groups, people with physical and intellectual conditions that make it difficult for them to access library services and collections. Additionally, these positions will investigate and recommend programs, services and resources to meet the needs of South Carolina's diverse audiences, including sensitivity and awareness training for library staff</p>
Information Technology /Security	Y/N N	
Consulted DTO during development	Y/N N	

Provide a summary of the rationale for the decision package. Why has it been requested? How specifically would the requested funds be used? If the request is related to information security or information technology, explain its relationship to the agency's security or technology plan.

METHOD OF CALCULATION	<p>We calculated the average salary of similar positions with fringe benefits for those positions.</p>
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How was the amount of the request calculated? What factors could cause deviations between the request and the amount that could ultimately be required in order to perform the underlying work?

FUTURE IMPACT	<p>The addition of two positions and accompanying salaries.</p>
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Will the state incur any maintenance-of-effort or other obligations by adopting this decision package? What impact will there be on future capital and/or operating budgets if this request is or is not honored? Has a source of any such funds been identified and/or obtained by your agency?

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PRIORITIZATION	<p>If funding is not available, federal funds will be used to supplement this very important need.</p>
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If no or insufficient new funds are available in order to meet this need, how would the agency prefer to proceed? By using fund balances, generating new revenue, cutting other programs, or deferring action on this request in FY 2015-16?

INTENDED IMPACT	<p>Programs, resources, and services in local communities that include people of diversity.</p>
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What impact is this decision package intended to have on service delivery and program outcomes, and over what period of time?

PROGRAM EVALUATION	<p>Visit public libraries regularly to assess and recommend services, programming, and equipment appropriate for the service population.</p> <p>Offer skills training in a variety of formats: One on one, in group settings, and online to improve library staff skills in providing inclusive services.</p> <p>Conduct an annual Exchange bringing together library staff interested in equity and inclusive services.</p> <p>Investigate and recommend improvements to State Library and public library facilities to improve accessibility for all users and ensure ADA compliance.</p>
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How would the use of these funds be evaluated? What specific outcome or performance measures would be used to assess the effectiveness of this program?

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FORM B – PROGRAM REVISION REQUEST

DECISION PACKAGE	10834
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	State Pay Plan
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Provide a brief, descriptive title for this request.

AMOUNT	\$43,699.00
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What is the net change in requested appropriations for FY 2017-18? This amount should correspond to the decision package's total in PBF across all funding sources.

ENABLING AUTHORITY	N/A
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What specific state or federal statutory, regulatory, and/or administrative authority established this program? Is this decision package prompted by the establishment of or a revision to that authority? Please avoid citing general provisions of law where possible, and instead cite to the most specific legal authority supporting the request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:
	<input checked="" type="checkbox"/> (Base Adjustment) Allocation of statewide employee benefits.
	<input type="checkbox"/> (Base Adjustment) Realignment within existing programs and lines.
	<input type="checkbox"/> (Base Adjustment) Restructuring of agency programs – <i>requires pre-approval.</i>
	<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, Decision Package # _____
	<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.	

RECIPIENTS OF FUNDS	State Library
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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?

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ACCOUNTABILITY OF FUNDS	N/A
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What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective?

POTENTIAL OFFSETS	N/A
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For decision packages that request non-mandatory funding increases to programs or initiatives, please identify a potential offset within an existing lower priority or ineffective program(s).

MATCHING FUNDS	N/A
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source, amount, and terms of the match requirement.

FUNDING ALTERNATIVES	None
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What other possible funding sources were considered? Could this request be met in whole or in part with the use of other resources, including fund balances? If so, please comment on the sustainability of such an approach.

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SUMMARY	<p>Spread of appropriated pay plan.</p>
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Using as much detail as necessary to make an informed decision regarding this request, provide a summary of the rationale for the decision package. Why has it been requested? How specifically would the requested funds be used? If the request is related to information security or information technology, explain its relationship to the agency's security or technology plan.

METHOD OF CALCULATION	<p>N/A</p>
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How was the amount of the request calculated? List the per unit or per FTE costs of implementation. What factors could cause deviations between the request and the amount that could ultimately be required in order to perform the underlying work?

FUTURE IMPACT	<p>N/A</p>
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Will the state incur any maintenance-of-effort or other obligations by adopting this decision package? What impact will there be on future capital and/or operating budgets if this request is or is not honored? Has a source of any such funds been identified and/or obtained by your agency?

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PRIORITIZATION	N/A
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If no or insufficient new funds are available in order to meet this need, how would the agency prefer to proceed? By using fund balances, generating new revenue, cutting other programs, or deferring action on this request in FY 2017-18? Please be specific.

INTENDED IMPACT	N/A
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What impact is this decision package intended to have on service delivery and program outcomes, and over what period of time?

PROGRAM EVALUATION	N/A
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How would the use of these funds be evaluated? What specific outcome or performance measures would be used to assess the effectiveness of this program?

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FORM B – PROGRAM REVISION REQUEST

DECISION PACKAGE	10803
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	Talking Book Services Program
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Provide a brief, descriptive title for this request.

AMOUNT	\$431,096
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What is the net change in requested appropriations for FY 2017-18? This amount should correspond to the decision package's total in PBF across all funding sources.

ENABLING AUTHORITY	Section 60-1-120.
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What specific state or federal statutory, regulatory, and/or administrative authority established this program? Is this decision package prompted by the establishment of or a revision to that authority? Please avoid citing general provisions of law where possible, and instead cite to the most specific legal authority supporting the request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:
	<input type="checkbox"/> (Base Adjustment) Allocation of statewide employee benefits.
	<input type="checkbox"/> (Base Adjustment) Realignment within existing programs and lines.
	<input type="checkbox"/> (Base Adjustment) Restructuring of agency programs – <i>requires pre-approval.</i>
	<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, Decision Package # _____
	<input type="checkbox"/> Change in cost of providing current services to existing program audience.
	<input type="checkbox"/> Change in case load / enrollment under existing program guidelines.
	<input type="checkbox"/> Non-mandated change in eligibility / enrollment for existing program.
	<input type="checkbox"/> Non-mandated program change in service levels or areas.
	<input type="checkbox"/> Proposed establishment of a new program or initiative.
	<input checked="" type="checkbox"/> Loss of federal or other external financial support for existing program.
<input type="checkbox"/> Exhaustion of fund balances previously used to support program.	

RECIPIENTS OF FUNDS	South Carolina State Library
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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?

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ACCOUNTABILITY OF FUNDS	Goal #2.1: Healthy and Safe Families: Provide Talking Book Services Statewide.
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What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective?

POTENTIAL OFFSETS	N/A
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For decision packages that request non-mandatory funding increases to programs or initiatives, please identify a potential offset within an existing lower priority or ineffective program(s).

MATCHING FUNDS	State appropriations are used to match federal funds given on a two-year grant cycle from the Institute of Museum and Library Services.
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source, amount, and terms of the match requirement.

FUNDING ALTERNATIVES	Federal funds are currently being used to support the Talking Book Services program completely.
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What other possible funding sources were considered? Could this request be met in whole or in part with the use of other resources, including fund balances? If so, please comment on the sustainability of such an approach.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

SUMMARY	<p>South Carolina Code of Laws, Section 60-1-120 states: “The South Carolina State Library shall provide library service to the blind and physically handicapped readers in cooperation with the United States Library of Congress. The State Library shall provide books and other reading matter in recorded form, in braille, in large type, or any other medium of reading used by the blind and physically handicapped. To this end, the State Library is authorized to contract with the appropriate federal agency or any library for the blind and physically handicapped. Services must be rendered in accordance with applicable federal regulations and consistent with the current standards and guidelines for service for the Library of Congress National Library Service for the Blind and Physically Handicapped. “</p> <p>The State Library does not receive any state funding for this mandate. All personnel, administration and programming are paid for with federal dollars.</p> <p>We have over 7,000 active patrons who use the Talking Book Services program. Those patrons include people who are blind, have a visual difference, have a learning disability that makes reading difficult, or patrons cannot hold a book in a traditional manner. We have seen an increase in the number of veterans returning from war who have lost limbs and are unable to hold a book in a traditional manner join the Talking Books Program. This program is vital to the patrons who use it.</p>
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Using as much detail as necessary to make an informed decision regarding this request, provide a summary of the rationale for the decision package. Why has it been requested? How specifically would the requested funds be used? If the request is related to information security or information technology, explain its relationship to the agency’s security or technology plan.

METHOD OF CALCULATION	<p>The current salary and fringe benefits for employees and the current operating expenses for the department.</p>
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How was the amount of the request calculated? List the per unit or per FTE costs of implementation. What factors could cause deviations between the request and the amount that could ultimately be required in order to perform the underlying work?

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

FUTURE IMPACT

The State will support this vital program to ensure its existence.

Will the state incur any maintenance-of-effort or other obligations by adopting this decision package? What impact will there be on future capital and/or operating budgets if this request is or is not honored? Has a source of any such funds been identified and/or obtained by your agency?

PRIORITIZATION

This program is vital to our patrons; we will continue to use federal funds to pay for the Talking Book Services personnel and operations if state appropriation is unavailable.

If no or insufficient new funds are available in order to meet this need, how would the agency prefer to proceed? By using fund balances, generating new revenue, cutting other programs, or deferring action on this request in FY 2017-18? Please be specific.

INTENDED IMPACT

Talking Book Services is entirely a state program supporting citizens who are blind or visually impaired, or unable to hold a book in a traditional manner. Receiving funds for this program will ensure its existence.

What impact is this decision package intended to have on service delivery and program outcomes, and over what period of time?

PROGRAM EVALUATION

The South Carolina Accountability Report, audits by the Budget Office, and program evaluation and audit by the South Carolina State Library.

How would the use of these funds be evaluated? What specific outcome or performance measures would be used to assess the effectiveness of this program?

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FORM D – PROVISO REVISION REQUEST

NUMBER	None
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Cite the proviso according to the renumbered list for FY 2017-18 (or mark "NEW").

TITLE	
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Provide the title from the FY 2016-17 Appropriations Act or suggest a short title for any new request.

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

DECISION PACKAGE	
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Is this request associated with a decision package you have submitted for FY 2017-18? If so, cite it here.

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

OTHER AGENCIES AFFECTED	None.
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Which other agencies would be affected by the recommended action? How?

SUMMARY	
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Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

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

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

PROPOSED PROVISO TEXT	
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Paste FY 2016-17 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

FORM D – PROVISO REVISION REQUEST

NUMBER	
---------------	--

Cite the proviso according to the renumbered list for FY 2017-18 (or mark "NEW").

TITLE	
--------------	--

Provide the title from the FY 2016-17 Appropriations Act or suggest a short title for any new request.

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

DECISION PACKAGE	
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Is this request associated with a decision package you have submitted for FY 2017-18? If so, cite it here.

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

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

SUMMARY	
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Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

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

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

PROPOSED PROVISO TEXT	
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Paste FY 2016-17 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

FORM D – PROVISO REVISION REQUEST

NUMBER	
---------------	--

Cite the proviso according to the renumbered list for FY 2017-18 (or mark "NEW").

TITLE	
--------------	--

Provide the title from the FY 2016-17 Appropriations Act or suggest a short title for any new request.

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

DECISION PACKAGE	
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Is this request associated with a decision package you have submitted for FY 2017-18? If so, cite it here.

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

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

SUMMARY	
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Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

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

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	27

PROPOSED PROVISO TEXT	
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Paste FY 2016-17 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	

FORM E – 3% GENERAL FUND REDUCTION

DECISION PACKAGE	10837
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	Agency General Fund Reduction Analysis
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Provide a brief, descriptive title for this request.

AMOUNT	\$364,671
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What is the General Fund reduction amount (minimum based on the FY 2016-17 recurring appropriations)? This amount should correspond to the decision package's total in PBF.

METHOD OF CALCULATION	Reduction amount given from the Governor's Office and is based on the South Carolina State Library's entire budget to include pass-through funds to public libraries.
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Describe the method of calculation for determining the reduction in General Funds.

ASSOCIATED FTE REDUCTIONS	None – our staff are our greatest resource. If we are forced to reduce our budget by 3% we will need the creativity and ingenuity of our excellent staff to meet our mandates and the needs of South Carolinians even more urgently.
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How many FTEs would be reduced in association with this General Fund reduction?

PROGRAM/ACTIVITY IMPACT	Aid to County Libraries and Discus.
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What programs or activities are supported by the General Funds identified?

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H87	SECTION:	

SUMMARY	<p>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 65% 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 \$132,018.72 not \$364,671.</p> <p>If the general fund reduction is not recalculated, the State Library will be forced to reduce funds for the aid to county libraries by \$231,342, which is 3% of those pass-through funds. The State Library will also reduce our electronic resources budget by \$133,329, which will limit the databases purchased to support Discus. Discus is the state's on-line library used by teachers, children, K-12 community, and South Carolina residents.</p> <p>We will not reduce staff or staffing positions as 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,</p>
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Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations.