

AGENCY NAME:	Commission for Minority Affairs	
AGENCY CODE:	L460	SECTION:

**Fiscal Year 2020-21
Accountability Report**

SUBMISSION FORM

AGENCY MISSION

To be a catalyst that identifies and examines emerging issues and trends by providing constructive solutions and approaches to support the policy and socio-economic development of ethnic minority communities through:

- Community engagement and awareness.
- State recognition of Native Americans.
- Collecting, diagnosing, and analyzing collaborative data.

Acting as a liaison bridging the gap between communities, government agencies and other organizations and Influencing public policy and state services

AGENCY VISION

All ethnic minority citizens of the State of South Carolina will be treated equitably and achieve economic prosperity through socio-cultural awareness, collaboration, policy change and research.

Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

	Yes	No
RESTRUCTURING RECOMMENDATIONS:	<input checked="" type="checkbox"/>	

Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Dolores Dacosta	803 240 6433	ddacosta@coma.sc.gov
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AGENCY NAME:	Commission for Minority Affairs	
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I have reviewed and approved the enclosed FY 2019/20 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	Signature on file	9/15/20
(TYPE/PRINT NAME):	Delores Dacosta	

BOARD/CMSN CHAIR (SIGN AND DATE):	Signature on file	
(TYPE/PRINT NAME):	Kenneth Battle	



South Carolina Commission for Minority Affairs
Agency Discussions and Analysis
Executive Summary

The South Carolina Commission for Minority Affairs (CMA) faced many challenges during the 2018 – 2019 fiscal year. The 2018 report from the Legislative Oversight Committee of the South Carolina House of Representatives identified several issues that violated CMA’s governing statute. In addition to wide-spread noncompliance, CMA: 1) lacks adequate research on issues relevant to minority communities; 2) had failed to act on a mandate from 2015 – 2018 to implement an immigration hotline (and when finally put in place, it was implemented without going through the proper contract bidding process); and 3) failed to have an economic impact report which led to major concerns about the effectiveness of the agency. The committee’s recommendations clearly identified areas for improvement if the agency were to continue operating for its intended purpose. After a thorough assessment of the agency, corrective measures were put into place to change CMA’s organizational structure and enhance staff performance. In 2019, three new commissioners were added to the Board of Commissioners, and there were significant staff changes which launched the beginning of the agency’s transformation.

Agency Overview

The South Carolina Commission for Minority Affairs (CMA), a non-cabinet state agency, was established in 1993 to study the causes and effects of socio-economic deprivation and other inequities impacting African American communities. In 2003, the scope of the organization was broadened to include: Asian Americans, Hispanic/Latino Americans, and Native Americans. As result of the expansion, the agency's mission and scope changed to adapt to issues specific to the communities being served.

Vision Statement

All ethnic minority citizens of the State of South Carolina will be treated equitably and achieve economic prosperity through socio-cultural awareness, collaboration, policy change and research.

Mission Statement

To be a catalyst that identifies and examines emerging issues and trends by providing constructive solutions and approaches to support the policy and socio-economic development of ethnic minority communities through:

- Community engagement and awareness.
- State recognition of Native Americans.
- Collecting, diagnosing, and analyzing collaborative data.
- Acting as a liaison bridging the gap between communities, government agencies and other organizations and Influencing public policy and state services

Leadership

The Board of Commissioners for the South Carolina Commission for Minority Affairs is appointed by the Governor and confirmed by the South Carolina Senate. The ten members consist of: seven members from the state's Congressional Districts, two at-large members, and one designee from the Governor. Commissioners serve four-year terms with the option of

being reappointed for a second term. The Board currently consists of eight members, with two vacancies waiting to be filled.

Commissioner	District	Term	Title
Ken Battle	First	June 2018-June 2022	Chairman
Chief Bill Harris	Statewide	Oct. 2018-June 2022	Governor's Designee
Tammie H. Wilson	Statewide	June 2018-June 2022	At-Large
Andrea Sancho-Baker	Statewide	May 2019-June 2023	At-Large
Vacant	Second	TBD	Member
Dr. Lamont Flowers	Third	June 2017-June 2021	Member
Karen McGill	Fourth	June 2019-June 2023	Member
Vacant	Fifth	TBD	Member
Juwan Ayers	Sixth	May 2019-June 2023	Member
Rev. Michelle Law-Gordon	Seventh	June 2016-June 2020	Member

Agency Overview

As a catalyst for socio-economic change, CMA initiates efforts to identify and examine factors leading to inequities in ethnic minority communities. The agency develops problem-solving strategies that include: community engagement, collaboration and the use of multifaceted, culturally sensitive approaches to remedy the issues faced by its constituent communities. Through partnerships with state government agencies and other stakeholders, CMA works to bridge gaps creating socio-economic inequities. The Research Division and other agency enhancements have made CMA one of the most sought-after agencies to partner with in South Carolina. CMA is committed to changing the socio-economic status of the state's ethnic/racial minority communities by creating the same opportunities and privileges afforded to others in society.

Research

Research is at the agency's core, and in 2019 CMA's research division produced statistical data that far exceeded expectations. Data produced by CMA has been used by the state's colleges and universities, other state agencies, and nonprofit groups. In April 2019 the agency published the *Minority Statistical Summary*. This document traced the progress of South Carolina's minority populations from the agency's founding in 1993 through its 25th anniversary in 2008. Published a year prior to the COVID-19 pandemic, the report showed a grim picture for South Carolina's minority populations.

Socio-economic disparities begin in the home and flow outwards to affect communities and society. CMA found that for women of color the infant mortality rate was 1.5 infant deaths per 1,000. This is a rate twice that of non-women of color. The report also found that African American, Hispanic/Latino American, and Native American children were twice as likely to live in poverty as the state's majority racial population. Furthermore, adults of color felt a similar economic impact as they experienced per capita income gaps ranging between 51 cents to 66 cents per dollar earned as compared to their peers in South Carolina.

In response to COVID-19, CMA facilitated surveys to assess and examine the effects of the pandemic on minority small businesses and to produce data visualizations that informed other state agencies on the pandemic's impact on minority communities. The surveys developed by the agency found that seventy-five percent (75%) of minority small business lost revenue due to the pandemic, and over half of these businesses were forced to cut staff. Data also showed that the state's rural counties – already facing a critical shortage of access to healthcare – were more likely to be affected by COVID-19. This research allowed other state agencies to target census tracts with high minority populations within those counties with ameliorative services. Much of this data was shared during the agency's participation as a part of Governor McMaster's accelerateSC Task Force. These reports and the field work done by staff goes to highlight CMA being at the vanguard in its service to the state's minority populations.

Program Areas

CMA is the State of South Carolina's most diverse agency. Its program areas are designed to meet the needs of the state's African American, Asian American Hispanic/Latino American, and Native American populations. As such, each program area has its own coordinator and advisory board. In concert with CMA's research division, these areas have compiled facts sheets about the economic impact and contributions of each population on the state. The work of CMA's program coordinators, along with members of each corresponding advisory board, successfully disseminate information about the 2020 United States Census, the Real ID, and voting issues in English, Spanish, and other languages by request. The agency also collaborates with an ever growing list of state agencies, nonprofits, and private entities to further address the needs of the state's ethnic minority communities to make positive changes.

Small and Disadvantaged Minority Businesses

Small businesses are economic drivers in South Carolina's communities. Unfortunately, the playing field has not always been equitable for small businesses owned by persons of color. In an effort to assist these businesses, the Commission secured federal grants and private sponsors to fund technical support, workshops, and other training to better prepare these businesses to compete in today's economy. CMA in partnership with the Small Business Administration (SBA), the South Carolina Department of Employment and Workforce (DEW) and the U.S. Small Business Administration's Small Minority Business Development Centers (SMBDC) provides the resources needed to build healthy small minority businesses. In addition, there is pending legislation to transfer the South Carolina Division of Small and Minority Business Contracting and Certification to CMA from the Office of the Governor of the State of South Carolina. This move would increase the number of small, disadvantaged minority businesses doing business with the state.

As this agency continues to improve, it will continue being true to its vision where "[a]ll ethnic minority citizens of the State of South Carolina will be treated equitably and achieve economic prosperity through socio-cultural awareness, collaboration, policy change and research."

Agency Response to COVID-19

In February 2020, South Carolina was hit hard with the novel coronavirus (COVID-19), and by mid-March the state was ordered to lockdown to slow the spread of the virus. The South Carolina Department of Health and Environmental Control (DHEC) led the charge to prevent this spread, and, in an effort to reach at-risk South Carolinians living in rural areas and hard to reach minority populations, partnered with CMA. This partnership served to disseminate information about preventive measures to stop the spread of the virus and spread information about testing details and locations. Data from CMA's Research Division, presented before the state's accelerateSC taskforce, identified counties with the most vulnerable populations to target for COVID-19 testing. CMA staff worked from home to collaborate with community partners to deliver food and personal protective equipment (PPEs) to minority communities. A partnership with Michelin Tires was able to see over 50,000 masks donated to DHEC and CMA for dissemination to minority communities. In many instances, CMA staff personally delivered PPEs to minority communities around the state.

CMA also hosted several webinars with DHEC, SBA and SCDEW to help minority communities gain information on issues related to testing, federal relief aid, and unemployment insurance benefits.

As with other entities, the state's colleges and universities were hard hit by the pandemic, with the state's eight historically Black colleges and universities (HBCUs) being affected more acutely by the pandemic. CMA was instrumental in organizing a meeting with United States Senator Tim Scott to discuss the issues troubling HBCUs. This included an estimated forty percent (40%) reduction in enrollment for some institutions to concerns for students without access to broadband internet. CMA drafted a letter to the state's Congressional Delegation and other federal lawmakers to advocate on behalf of HBCUs for additional federal funds to assist with pandemic costs.

As mentioned earlier, COVID-19 not only devastated HBCUs, it also caused many small, minority disadvantaged businesses to close their doors for good. South Carolina ranked first in the nation for the least amount of SBA loans awarded to small minority businesses for COVID-19 relief. CMA surveyed small minority businesses regarding COVID-19 relief, and, of those that

applied, more than sixty percent (60%) were denied SBA financing, such as grants or loans. To remedy this disparity, CMA has submitted a proposal to the South Carolina General Assembly requesting funding to provide direct services and grants to help rebuild businesses owned, operated, and controlled by persons of color that were devastated by the pandemic.

Risk Assessment and Mitigation Strategies

The core of CMA's work centers around research that determines the cause and effects of socio-economic deprivation in South Carolina's ethnic minority communities. The goal is to "address the needs of ethnic minority populations by acting as a liaison bridging the gap between communities, government agencies and other organizations to effect change." This cannot be accomplished if there were a lack of data that adequately measured the needs of communities. Businesses owned by people of color are struggling and underrepresented for state and federal contracts due to the lack of a centralized state database detailing demographic specific information.

To address this lack of information, CMA has instituted a Minority Business Directory aimed at collecting information for an omnibus directory of the state's minority owned business. CMA realizes that this is a critical tool that can be used to measure the needs of micro and small businesses owned by people of color. Microbusinesses are defined as those with five or fewer employees that have access to no more than \$35,000.00 in start-up capital, and have limited access to traditional bank loans. Microbusinesses, which include one-person owner/operator ("mom and pop") businesses are the foundation of our state's rural and urban economies.

In 2012, the U.S. Census Bureau published the Survey of Business Owners and Self-Employed Persons (SBO).¹ The survey collected data at the national, state, county, and metropolitan area on ethnicity, gender, industry, race, veteran status, number of employees,

¹ U.S. Census Bureau. Survey of Business Owners 2012. SB1200C SA04: *Statistics for all U.S. Firms by Industry, Veteran Status, and Race for the U.S., States, Metro Areas, Counties, and Places.*

and annual receipts of small businesses.² This survey enabled an examination of disparities by race in both the number of minority-to-white-owned firms and business sales/receipts.³

The ability to identify gaps in access for small, disadvantaged businesses owned by people of color is central to the efforts of the South Carolina Commission for Minority Affairs. Specifically, the agency primarily serves firms owned by racial/ethnic minorities. This distinction is important and is defined as businesses that are at least fifty-one percent (51%) controlled, owned and operated by ethnic and racial minorities (e.g. African American, Asian/Pacific Islander American, Hispanic/Latino American, Native American and women).⁴ Women could include business owners who may not identify as a racial/ethnic minority. However, under our enabling statute, a woman owning a business who does not identify as an ethnic/racial minority would fall outside the scope of aid from the agency.

As a part of these efforts we are advocating for the South Carolina General Assembly to pass legislation that would create a statewide survey akin to the one facilitated by the United State Census Bureau to probe the comparative standing of micro-, small-, and disadvantaged businesses in South Carolina. We suggest the following fields be included in the survey:

- Name of business
- Contact information (e.g. address, phone number, email, fax, etc.)
- Ethnicity of owner(s) with at least 51% ownership
- Annual payroll
- Annual receipts
- Number of employees
- Year of establishment

² Information on the survey can be retrieved from <https://www.census.gov/library/publications/2012/econ/2012-sbo.html>.

³ In an examination of business development and annual receipts by race from the 2012 Survey of Business Owners, researchers at the South Carolina Commission for Minority Affairs identified that only 1.8% of firms in Greenville County, South Carolina were owned by African Americans. Moreover, African American firms only accounted for 0.15% of total sale receipts in the county. Retrieved from <https://public.tableau.com/profile/the.research.team.at.cma#!/vizhome/GreenvilleCountysRacialDisparitiesinIncomeandBusinessDevelopment/Sources>.

⁴ U.S. Department of Transportation. Definition of a Disadvantaged Business Enterprise. Retrieved from <https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise/definition-disadvantaged-business-enterprise>.

Though it is our aim to identify minority businesses, it is imperative all small businesses in South Carolina participate in the survey to facilitate statistical comparison of racial disparities in business development. Key statistical areas are number of employees and year of establishment, as they will allow a more correlative comparison of payroll and receipts by business size, and the number of years a business has been operating. This data has the potential to be widely used and replicated by other states, and thus must be de-identified. This also entails the omission of the firm name and address fields and replacement of them with county, census tract, and place fields as geographic identifiers. De-identified data will be publicly distributed, but the original survey data will be held by the state data warehouse at the South Carolina Revenue and Fiscal Affairs Office.⁵ Having the original survey with firm names and addresses allows the allocation of resources to firms showing significant need. Geographic level de-identification was a feature of the U.S. Census Bureau's small business survey. The use of the potential survey presents unique challenges as it is intended to both examine statistical disparities by race/ethnicity of business owners and direct resources to those firms. Producing and marketing such a survey will require additional funding for temporary staff and software to process data.

In addition to creating a statewide database, there is also a move to transfer the South Carolina Division of Small and Minority Business Contracting and Certification to CMA. This transfer provision was to be added to CMA's name change bill (H.4533) which changes the agency's name to the South Carolina Commission for Minority and Multicultural Affairs, which makes the agency more inclusive of the cultural aspects of the ethnic/racial groups it represents.

This legislation passed the South Carolina House of Representatives and is currently before the Judiciary Committee of the South Carolina Senate. Unfortunately, due to the pandemic, this bill has stalled. It is imperative that the name change and proposed transfer be finalized to avoid conflict among our ethnic minority populations and create opportunities to substantially

⁵ The South Carolina Revenue and Fiscal Affairs Office has been the state's data warehouse since 2014. Act 121 of the 2014 South Carolina House session can be retrieved at <https://www.scstatehouse.gov/billsearch.php?billnumbers=22&session=120&summary=B> and more information on the South Carolina Revenue and Fiscal Affairs Office can be retrieved at <http://rfa.sc.gov/about>.

increase the number of businesses owned by people of color qualifying for state contracts. To date, there are less than seven hundred (700) ethnic/racial minority disadvantaged businesses certified to do business with the state. The City of Columbia's Office of Business Opportunity (OBO) has a database of over seven-thousand (7,000) minority owned businesses and CMA has partnered the OBO to incorporate their database as a part of our statewide omnibus directory.

CMA wants to work towards substantially increasing the number of small disadvantaged minority businesses qualifying for state contracts. Thus, funding is needed to increase our capacity to adequately staff and fund these efforts.

Restructuring Recommendations

Over the past few years, CMA has shifted from being the sole agency addressing socio-economic deprivation in ethnic minority communities to one that has gained capacity and strength through strategic partnerships. As a catalyst for change, it is important that the agency restructures by adopting a networking business model to capitalize on the knowledge of our partners. Over the past year, CMA has undergone necessary staffing changes to build a workplace culture that is more conducive to the agency's new vision and mission.

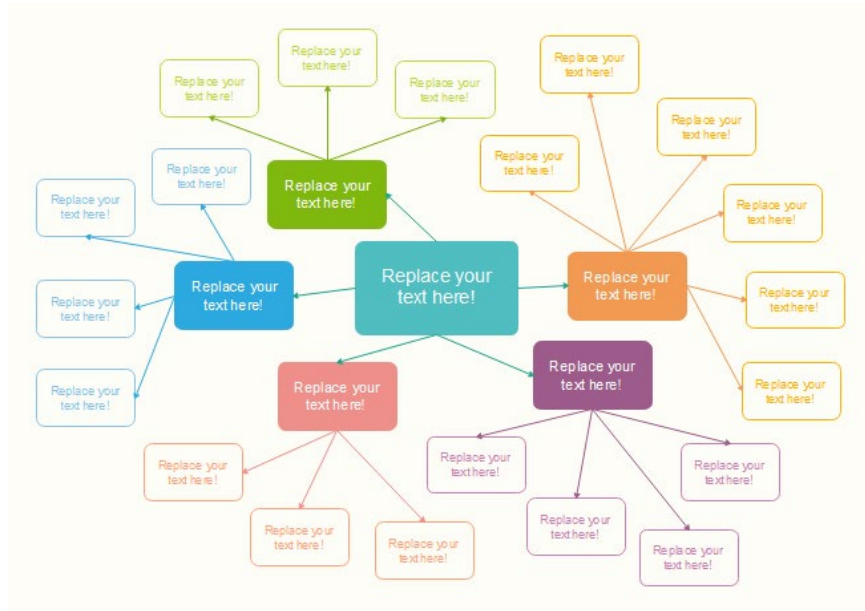
Organizational development is difficult, but necessary because it forces change that is necessary for growth to occur. As a part of our organizational changes, CMA now has four Divisions:

- Programs and Outreach,
- Research and Development,
- Communications and Marketing, and
- Small Minority Business Training and Development.

To increase our impact on communities, this change was necessary for the agency to adopt a more corporate style business model to better serve our constituent populations. The following sample networking business model places CMA at the center and shows connection to its partners by industry.

In accordance with this change, the solid green area of the visual represents financial institutions with CMA's partners in the shaded green boxes denoting banks, community

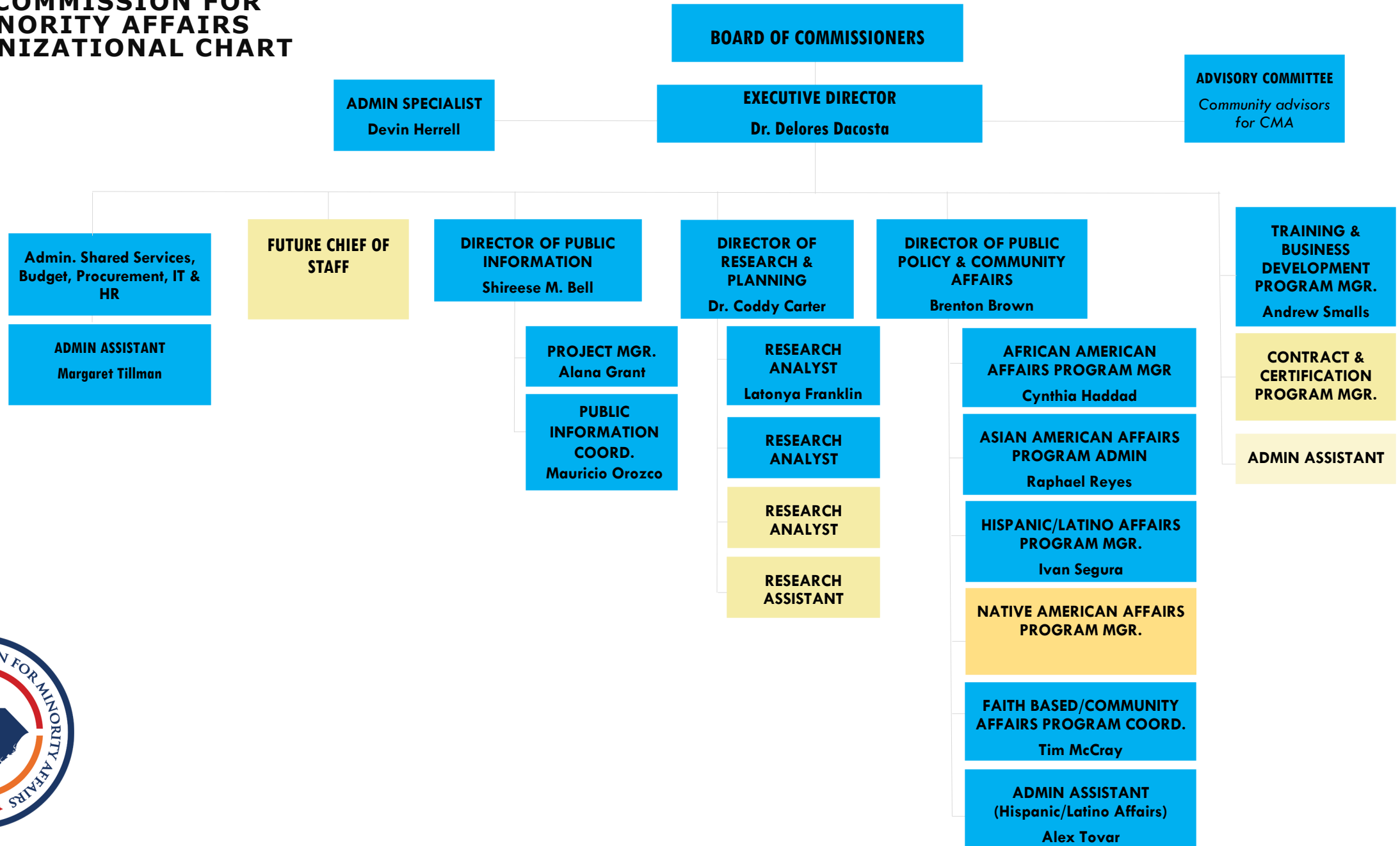
development financial institutions (CDFIs) and credit unions. A networking business model makes CMA more productive by improving how public services are delivered and shows the relationship and interactions with its partners.



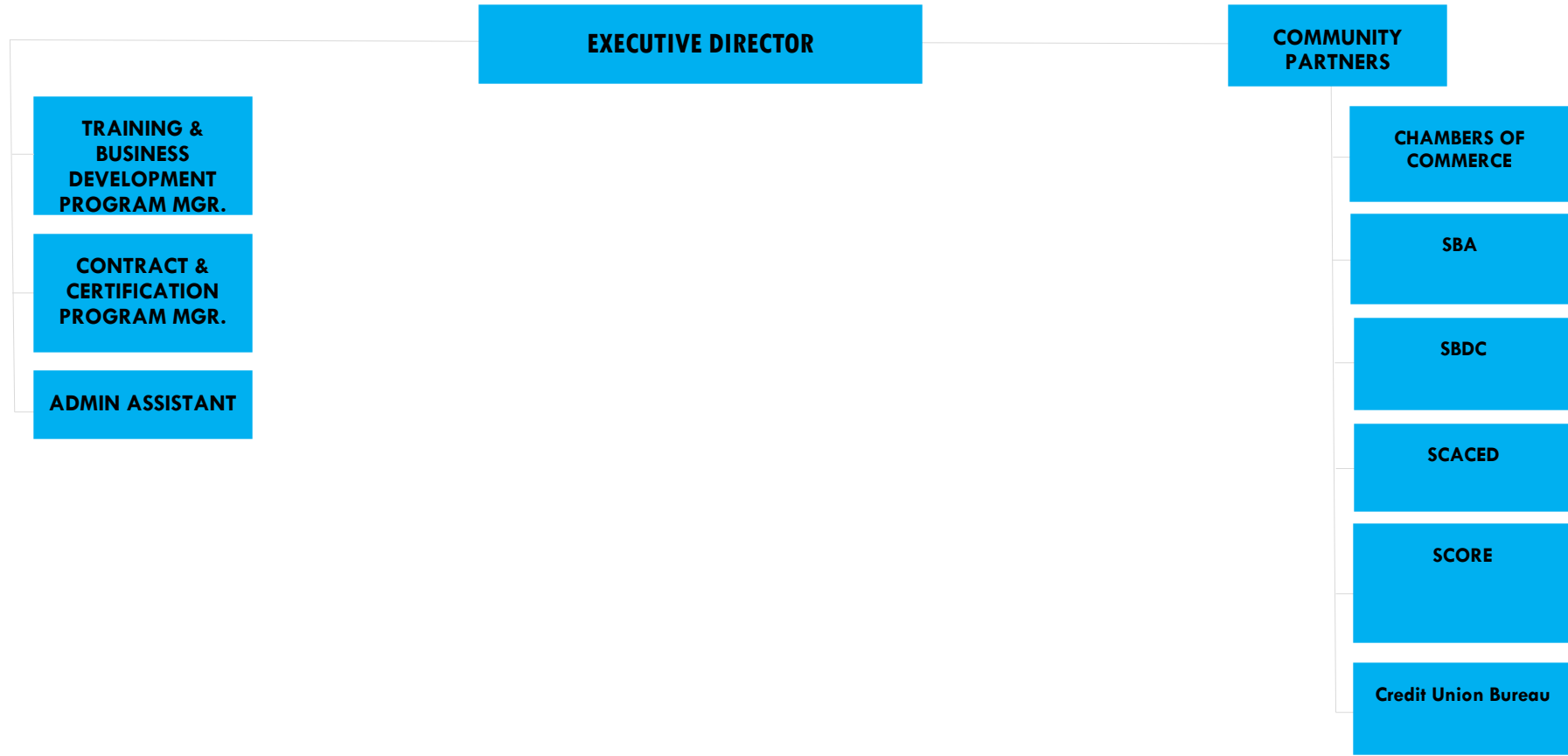
As mentioned before, CMA is being called on by state agencies and other organizations to provide training and education in the areas of: diversity, equity, and inclusion; creating a nonprofit entity; starting a business, civic engagement; and advocacy/public policy. Several members of CMA’s staff are certified in these areas, and there has been community interest in CMA developing academies as classes to be offered in-person or online. A staffing increase at CMA requires increased funding for payroll and operations. Furthermore, CMA has submitted a request to the South Carolina Department of Administration for larger office space. This is due to the fact that our current office space cannot accommodate our growing staff, facilitate training and professional development, nor accommodate meetings of our Board of Commissioners.

The preceding information serves as proof that since the 2018 report of the Legislative Oversight Committee of the South Carolina House of Representatives, the integrity of the agency has been reestablished. This is evident through our strategic partnerships, the services offered to constituent communities, and the positive rapport and responses received in the form of community feedback.

SC COMMISSION FOR MINORITY AFFAIRS ORGANIZATIONAL CHART



SC COMMISSION FOR MINORITY AFFAIRS SMALL BUSINESS DIVISION



Statewide Enterprise Strategic Objective	Type	Goal	Strategy	Measure	Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
						Base	Target	Actual				
Government and Citizens	G	1			Be the single point of contact for statistical data and information regarding ethnic minority communities and their socio-economic development.				37	Primary data from state and Federal agencies must be transformed and tailored to South Carolina's minority populations.	# of research documents and data visualisations produced	Research from CMA should reach legislators to inform policies affecting minority populations, aid constituent populations served by the agency, and help program managers in their outreach efforts
	S		1.1		Develop a process to disseminate relevant statistical data and information.				6	Primary data from state and Federal agencies must be transformed and tailored to South Carolina's minority populations.	# of disseminated documents	Having a network of legislators, stakeholders, and research think tanks for disseminating research moves the agency from simple production to action that allows the research to reach relevant audiences.
	M		1.1.1		Establish Publication of Statewide abstract by June 2020				1	July 1, 2019 to June 30, 2020	Data from U.S. Census Bureau and state agencies	1 report minimum per year
Government and Citizens	S		1.2		Implement a protocol for collaborating with federal, state, and local agencies							Collaboration is vital to CMA's future success as it expands the reach of the agency's work throughout the state.
	M		1.2.1		Expand the Memorandum of Understanding (MOU) bank for research by June 2020	1	1	0	July 1, 2019 to June 30, 2020	Internal Records and Research	# of additional MOUs as compared to previous fiscal year	MOUs were not drafted by the research division due to the dynamic nature of data needs for entities throughout the state. For example, CMA's research division aided both DHEC and the CDC in COVID-19 data analysis efforts. The research division at CMA does not hold a large repository of data nor is it a data collection agency. The research division is primarily called upon for expertise in data analysis and statistical results. See Customer tab for descriptions of the research division serving agencies and constituent populations.
	M		1.2.2		Publication of a statewide Statistical Abstract	0	1					
Government and Citizens	G	2			Addressing the needs of ethnic minority populations by acting as a liaison bridging the gap between communities, government agencies and other organizations to effect change.							
	S		2.1		Build relationships with policy makers, officials and stakeholders to assist with the creation of policy, legislation and community engagement.							
	M		2.1.1		Implement a certified database of stakeholders by June 2020.	0	1	4	July 1, 2019 to June 30, 2020	Resource Directory	The Count of Individual Resources	Disseminate amongst policy makers, government agencies and the general public. Use impact to legislation, state regulations and public information.
	M		2.1.2		Conduct a minimum of two (2) Advisory Committee meetings per program initiative (Native American, Hispanic/Latino, Asian American and African American) by FY 2019-2020.	8	8	8	July 1, 2019 to June 30, 2020	By Statute	Number of Meetings	Technical Assistance, Community Outreach and Capacity Building
	S		2.2		Promulgate regulations to carry out provisions outlined in CMA's statute.							
	M		2.2.1		Review and revise Commission regulations as needed.	1	1	1	July 1, 2019 to June 30, 2020	By Statute	Number of Amendments	Disseminate amongst policy makers, government agencies and the general public. Use impact to legislation, state regulations and public information. Final vote delayed due to COVID-19. Regulation Code 139, Section 105.
	S		2.3		Annually determine, approve and acknowledge by certification, State Recognition of Native American Indian entities on behalf of the State of South Carolina.							
M		2.3.1		Conduct two (2) State Recognition application cycles (September 1 and April 1) in which applications (petitions) are submitted in accordance with current law by June 2019.	2	2	2	July 1, 2019 to June 30, 2020	By Statute	Number of Applications or Petitions	Process to preserve and acknowledge heritage and history of Native American entities	
M		2.3.2		Conduct up to one (1) "State Recognition Application Workshop" by June 2020.	1	1	1	July 1, 2019 to June 30, 2020	Internal Records and Research	1 Workshop	Process to preserve and acknowledge heritage and history of Native American entities Through Zoom	
M		2.3.3		Fulfill 100% of requirements for State Recognition process for petition cycles 9/1/2018 and 4/1/2019 by June 2020.	2	2	2	July 1, 2019 to June 30, 2020	By Statute	2 Workshops	Process to preserve and acknowledge heritage and history of Native American entities One application received and processed.	
Education, Training, and Human Development	G	3			Address the needs of ethnic minority populations through technical assistance, capacity building, outreach and program initiatives.							
	S		3.1		Conduct annual reviews to determine the needs of our ethnic minority populations.							
	M		3.1.1		Research and identify a minimum of one (1) urgent need for each population served by the CMA by June 2019.	4	8	20	July 1, 2019 to June 30, 2020	By Statute	Number of Issues Identified	Develop, create or enhance CMA program areas; disseminate amongst policy makers, government agencies and the general public; use to impact legislation, state regulations and public information; dissemination of POC, materials, statistics, and structures related to CMA's four sub-sections.
	S		3.2		Conduct capacity building, outreach, minority specific and micro-business assistance initiatives and training.							
	M		3.2.1		Annually maintain an external "CMA Agency Training Index." CMA has participated in various fora designed to enhance minority businesses including: attendance at the South Carolina Opportunity Zone Summit, the 2019 Opportunity SC.	1	1	1	July 1, 2019 to June 30, 2020	Internal Records and Research	Number of businesses assisted	To determine the growth and development of small and minority businesses. How do we document? What can we include?
	M		3.2.2		Implement a minimum of ten (10) partnerships through collaboration by June 2020.	10	15	20	July 1, 2019 to June 30, 2020	Agency Collaborations	Number of community partnerships and MOUs	Capacity Building and Community Outreach through collaborative efforts.
	M		3.2.3		Establish a consolidated agency grant and resource clearinghouse by June 2020.	0	1	0	To be determined	Internal Records and Research	Number of other non-state funding sources	Disseminate amongst policy makers, government agencies and the general public. Use impact to legislation, state regulations and public information.
S		3.3		Continue ongoing collaboration and/or partnerships to address emergency preparedness needs of South Carolina's minority populations.								
M		3.3.1		Provide outreach, technical assistance and support to SC Emergency Management Division for minority communities by June 2020.	3	10	10	July 1, 2019 to June 30, 2020	Internal Records and Research	Number of emergency situations	Awareness, emergency preparedness, ethnic-minority community outreach	
M		3.3.2		Provide outreach, technical assistance and support through an Memorandum of Understanding (MOU) to Department of Health and Environmental Control Emergency Preparedness Division by June 2020.	2	4	4	July 1, 2019 to June 30, 2020	Internal Records and Research	Number of emergency situations	Better assist our African American, Asian American, Hispanic/Latino and Native American communities through the dissemination of information	
Public Infrastructure and Economic Development	G	4			Serve as a catalyst to provide constructive solutions and approaches to promote equitable treatment and achieve economic prosperity through public policy.							
	S		4.1		Provide data and supporting information in the form of talking points, quick fact sheets, issues briefs and whitepapers by June 2019.							
	M		4.1.1		Research and assess currently funded poverty and minority programs existing within state agencies to identify and reduce gaps and duplication in services by June 2020.	1	5	5	July 1, 2019 to June 30, 2020	Internal and External Records Research	Number of unique programs identified	To identify, determine and reduce duplication of services. Identify best uses with DCHEC.
	M		4.1.2		Seek and report legislative and regulatory proposals by June 2020. CMA has been actively engaged with the legislative branch of the South Carolina government and has tracked every bill that has the following:	1	1	63	July 1, 2019 to June 30, 2020	By Statute	Number of legislation initiatives reported	To show the impact on our ethnic-minority economic disparities using the South Carolina Legislative online tracking method.
S		4.2		Seek continued funding on behalf of the state for the purpose of implementing various programs and services.								
M		4.2.1		Continue to research and identify a minimum of ten (10) partnerships and collaborations to receive funds to support CMA programs by June 2020.	5	10	10	July 1, 2019 to June 30, 2020	Internal and External Records Research	Number of partnerships established	Outreach initiative and capacity building	
M		4.2.2		Evaluation of the building capacity for tribal food sovereignty project one year post grant	0	1	1	July 1, 2019 to June 30, 2020	External Records Research	Annual Report	Create a report for Native American food sovereignty	
Education, Training, and Human Development	G	5			Increase agency capacity through staff and board development.							
	S		5.1		Provide professional development opportunities for agency staff and board.							
	M		5.1.1		Conduct internal and external training and development by June 2020.	20	20	30	July 1, 2019 to June 30, 2020	Internal and External Records and Research	Number of trainings completed	Enhancement staff and board development. State provided LinkedIn Training during COVID-19. Agency training
	M		5.1.2		Provide cross-training opportunities for agency staff.	10	15	25	July 1, 2019 to June 30, 2020	Internal Records and Research	Number of trainings completed	Continuously enhancing staff and board development. Continuous training through LinkedIn Training and other online learning platforms.
	S		5.2		Develop an agency strategic plan.							
M		5.2.1		Within 30 days of plan completion, CMA will begin to align program initiatives with agency strategic plan.	0	1	1	July 1, 2019 to June 30, 2020	Internal Records and Research	As outlined by the timeline	Strategic Plan Completed and Executed	
M		5.2.2		Implementation within 60 days with Board Approval	0	1	1	July 1, 2019 to June 30, 2020	Internal Records and Research	As outlined by the timeline	Strategic Plan Completed and Executed	
Government and Citizens	G	6			Grow the reputation of the agency as an asset to the citizens of South Carolina							
	S		6.1		Launch rebranding and promotion campaign							
	M		6.1.1		Increase visibility of the agency and its services through advertisements (TV, print or online)	0	2	120	July 1, 2019 to June 30, 2020	Media Placements/Ads	# of commercials produced	Emphasizes agency's connection or reach in the community and builds public awareness through CMA socials, CMA commercial, CMA events, CMA presentations, CMA interviews (radio and TV)
	M		6.1.2		Secure new promotional items with agency's new logo	0	1	13	July 1, 2019 to June 30, 2020	Internal Log or Tracking	# of items purchased	Emphasizes agency's connection or reach in the community and builds public awareness. Completed total rebranding including shirts, buttons, logo, signage, backdrop, and other promotional items.
	M		6.1.3		Attend five (5) external events to promote the agency	0	5	25	July 1, 2019 to June 30, 2020	Internal Log or Tracking	# of events attended	Emphasizes agency's connection or reach in the community and builds public awareness
	S		6.2		Develop a marketing strategy for the agency and promote the benefits of the agency							
	M		6.2.1		Implement plan and train staff as well as board members on the agency's new strategy	0	2	10	July 1, 2019 to June 30, 2020	Internal Log or Tracking	# of trainings held	Emphasizes agency's connection or reach in the community and builds public awareness. Agency continuous training
	M		6.2.2		Update existing brochures, and produce and distribute content focused on services provided by agency	3	10	10	July 1, 2019 to June 30, 2020	Internal Log or Tracking	# of documents produced	Emphasizes agency's connection or reach in the community and builds public awareness. Development of fact sheets for all program areas, consolidated brochures, whitepapers for dissemination.
	S		6.3		Increase the agency's presence on social media							
	M		6.3.1		Increase social media following and engagement by 10% on all social media platforms							
-				Twitter	330	363	461	July 1, 2019 to June 30, 2020	Social Media Platform Analytics	Percentage Increase	Increased by 21%	
-				Facebook	413	454	702	July 1, 2019 to June 30, 2020	Social Media Platform Analytics	Percentage Increase	Increased by 35%	
-				Instagram	241	265	616	July 1, 2019 to June 30, 2020	Social Media Platform Analytics	Percentage Increase	Increased by 56%	
-				LinkedIn	114	125	175	July 1, 2019 to June 30, 2020	Social Media Platform Analytics	Percentage Increase	Increased by 28%	
-				YouTube	12	13	31	July 1, 2019 to June 30, 2020	Social Media Platform Analytics	Percentage Increase	Increased by 58%	

Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2020-2021			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Government and Citizens	G	1			Be the catalyst for statistical data and information regarding ethnic minority communities and their socio-economic development.	37	16*		Primary data from state and Federal agencies must be transformed and tailored to South Carolina's minority populations.	# of research documents and data visualizations produced	Research from CMA should reach legislators to inform policies affecting minority populations, aid constituent populations served by the agency, and help program managers in their outreach efforts	
	S		1.1		Develop a process to disseminate relevant statistical data and information.	6	10		Primary data from state and Federal agencies must be transformed and tailored to South Carolina's minority populations.	# of disseminated documents	Having a network of legislators, stakeholders, and research think tanks for disseminating research moves the agency from simple production to action that allows the research to reach relevant audiences.	
	M		1.1.1		Establish Publication of Statewide abstract by June 2021	1	1	July 1, 2020 to June 30, 2021	Data from U.S. Census Bureau and state agencies	1 report minimum per year	Agency-wide annual report.	
	S		1.2		Implement a protocol for collaborating with federal, state, and local agencies	1	1					
	M		1.2.1		Expand the Memorandum of Understanding (MOU) bank for research by June 2021	0	5	July 1, 2020 to June 30, 2021	Internal Records and Research	# of additional MOUs as compared to previous fiscal year	MOUs were developed by CMA's Minority Affairs Division in conjunction with the Research and Planning Division due to the dynamic nature of data needs for entities throughout the state. (See Customer tab for descriptions of the research division serving agencies and constituent populations.)	
	M		1.2.2		Producing an Annual Report for each ethnic-minority population	1	1	July 1, 2020 to June 30, 2021	Data from U.S. Census Bureau and state agencies	1 report minimum per year	1 report that consists of sections each of the four program areas (African American, Asian American, Hispanic/Latino, and Native American).	
	S		1.3		Continue working with state entities to tailor COVID-19 statistics to South Carolina's ethnic-minority populations						Collaboration is vital to CMA's future success as it expands the reach of the agency's work throughout the state.	
	M		1.3.1		Research collaboration and referrals.	0	4	July 1, 2020 to June 30, 2021	Data from U.S. Census Bureau and state agencies	#of research requests or projects	4 is projected based on the number of agency program areas.	
Government and Citizens	G	2			Addressing the needs of ethnic minority populations by acting as a liaison bridging the gap between communities, government							
	S		2.1		#####							
	M		2.1.1		Implement a centralized database of stakeholders by June 2021.	4	10	July 1, 2020 to June 30, 2021	Resource Directory, One-on-One Meetings, Social Media, Events, and Community Outreach	# of activities	Conduct an on the program area databases into the CMA's assistance, community outreach and	
	M		2.1.2		Conduct a minimum of two (2) Advisory Committee meetings per program initiative (Native American, Hispanic/Latino, Asian Ame	8	8	July 1, 2020 to June 30, 2021	By Statute	Number of Meetings	Conduct a minimum of two (2) Advisory Committee meetings per program initiative (Native American, Hispanic/Latino, Asian Ame	
	S		2.2		Promulgate regulations to carry out provisions outlined in CMA's statute.							
	M		2.2.1		Review and revise Commission regulations as needed.	1	1		By Statute	Upon the approval of Legislative Action	CMA Name Change	
	S		2.3		Annually determine, approve and acknowledge by certification, State Recognition of Native American Indian entities on be!							
	M		2.3.1		Conduct two (2) State Recognition application cycles (September 1 and April 1) in which applications (petitions) are submitted in a	2	2	July 1, 2020 to June 30, 2021	By Statute	Number of Applications or Petitions	Process to preserve and acknowledge heritage and history of Native American entities	
	M		2.3.2		Conduct up to one (1) "State Recognition Application Workshop" by June 2021.	1	1	July 1, 2020 to June 30, 2021	Internal Records and Research	1 Workshop	Process to preserve and acknowledge heritage and history of Native American entities . Through Zoom	
	M		2.3.3		Fulfill 100% of requirements for State Recognition process for petition cycles 9/1/2020 and 4/1/2021.	2	2	July 1, 2020 to June 30, 2021	By Statute	2 Workshops	Process to preserve and acknowledge heritage and history of Native American entities. One application received and processed. Through Zoom.	
Education, Training, and Human Development	G	3			Address the needs of ethnic minority populations through technical assistance, capacity building, outreach and program initiat							
	S		3.1		Conduct annual reviews to determine the needs of our ethnic minority populations.							
	M		3.1.1		Research and identify a minimum of one (1) urgent need for each population served by the CMA by June 2021.	16	8	July 1, 2020 to June 30, 2021	By Statute	Number of Issues Identified	Develop, create or enhance CMA program areas. Disseminate amongst policy makers, government agencies and the general public. Use to impact legislation, state regulations and public information. Distribution of PPE, Hurricane Guides, and brochures related to COVID-19. Food distribution due to COVID-19. Zoom meetings and webinars.	
	S		3.2		Conduct capacity building, outreach, minority specific and micro-business assistance initiatives and training.							
	M		3.2.1		Annually maintain an external "CMA Agency Training Protocol"	0	1	July 1, 2020 to June 30, 2021	Internal Records and Research	Number of events we hosted to help small and minority business and minority businesses. How do we document? What can we include?	To determine the growth and development of small and minority businesses. How do we document? What can we include?	
	M		3.2.2		Implement partnerships through collaboration by June 2021.	20	20	July 1, 2020 to June 30, 2021	Agency Collaborations	Number of community partnerships and MOUs	Capacity Building and Community Outreach through collaborative efforts.	
	M		3.2.3		Establish a consolidated agency grant and resource clearinghouse by June 2021	0	1	July 1, 2020 to June 30, 2021	Internal Records and Research	Number of other nongovernmental funding sources through agencies and the general public. Use impact to legislation, state regulations and public information.	Disseminate amongst policy makers, government agencies and the general public. Use impact to legislation, state regulations and public information.	
	M		3.2.4		Increase Small and Minority Business Initiatives	32	64	July 1, 2020 to June 30, 2021	Agency Collaborations	# of services we provided businesses through technical assista	# of businesses served	
	S		3.3		Continue ongoing collaboration and/or partnerships to address emergency preparedness needs of South Carolina's minorit							
	M		3.3.1		Provide outreach, technical assistance and support to SC Emergency Management Division for minority communities by June 2021	10	10	July 1, 2020 to June 30, 2021	Internal Records and Research	Number of emergency situations	Awareness, emergency preparedness, ethnic-minority community outreach	
	M		3.3.2		Provide outreach, technical assistance and support through an Memorandum of Understanding (MOU) to Department of Health ar	4	4	July 1, 2020 to June 30, 2021	Internal Records and Research	Number of emergency situations	Better assist our African American, Asian American, Hispanic/Latino and Native American communities through the dissemination of information	
Education, Training, and Human Development	G	4			Increase agency capacity through staff and board development.							
	S		4.1		Provide professional development opportunities for agency staff and board.							
	M		4.1.1		Conduct internal and external training and development by June 2021.	30	15	July 1, 2020 to June 30, 2021	Internal and External Records and Research	Number of trainings completed	Continous training through various online platforms	
	M		4.1.2		Provide cross training opportunities for agency staff.	15	15	July 1, 2020 to June 30, 2021	Internal and External Records and Research	Number of employee times number of learning sessions.	Continous cross training across program areas	
Government and Citizens	G	5			Maintain the reputation of the agency as an asset to the citizens of South Carolina							
	S		5.1		Advocate for agency name change							
	M		5.1.1		Through legislative action	0	1	July 1, 2020 to June 30, 2021	Legislative Action	Passage of the legislation	To amend the current statute	
	M		5.1.2		Attend five (5) external events to promote the agency	5	5	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of events attended	Emphasizes agency's connection or reach in the community and builds public awareness	
	S		5.2		Develop a marketing strategy for the agency and promote the benefits of the agency							
	M		5.2.1		Contious planning and training of agency board and staff	10	10	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of trainings held	Emphasizes agency's connection or reach in the community and builds public awareness. Agency continous training	
	M		5.2.2		Update existing brochures, produce, and distribute content focused on services provided by agency	10	10	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of documents produced	Emphasizes agency's connection or reach in the community and builds public awareness. Development of fact sheets for all program areas, consolidated brochures, whitepapers for dissemination.	
	S		5.3		Increase the agency's presence on social media							
	M		5.3.1		Increase social media following and engagement by 10% on all social media platforms			July 1, 2020 to June 30, 2021				
	-				Twitter	461	507	July 1, 2020 to June 30, 2021	Social Media Platform Analytics	Percentage Increase	Increased by ...	
	-				Facebook	702	772	July 1, 2020 to June 30, 2021	Social Media Platform Analytics	Percentage Increase	Increased by ...	

	-		Instagram	616	677	July 1, 2020 to June 30, 2021	Social Media Platform Analytics	Percentage Increase	Increased by ...
	-		LinkedIn	175	192	July 1, 2020 to June 30, 2021	Social Media Platform Analytics	Percentage Increase	Increased by ...
	-		YouTube	31	34	July 1, 2020 to June 30, 2021	Social Media Platform Analytics	Percentage Increase	Increased by ...
	S	5.4	Website						
	M	5.4.1	Increase number of views on our website	0	15	July 1, 2020 to June 30, 2021	Through Google Analytics	# of views	Measuring community engagement through our website.
Education, Training, and Human Development	G	6	Develop Agency's training opportunities (CMA Academy) to address the needs of minority populations						
	S	6.1	Provide outreach, technical assistance, support or training for civic advocacy						
	M	6.1.1	Conduct one seminar or SC Civic Engagement Education Program	0	1	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of seminars held	Provide citizens access to Technical Assistance, conduct Community Outreach and improve Capacity Building
	M	6.1.2	Provide certification upon completion of SC Civic Series	0	1	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of certificates provided	Provide citizens access to Technical Assistance, conduct Community Outreach and improve Capacity Building
	S	6.2	Provide outreach, technical assistance, support or training for ethnic minority small businesses						
	M	6.2.1	Conduct training for ethnic minority small businesses	0	3	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of trainings held	Provide citizens access to Technical Assistance, conduct Community Outreach and improve Capacity Building
	M	6.2.2	Create statewide directory for ethnic minority small business	0	1	July 1, 2020 to June 30, 2021	Internal Log or Tracking	Production of statewide directory	Provide citizens access to Technical Assistance, conduct Community Outreach and improve Capacity Building
	S	6.3	Provide outreach, technical assistance, support or training for Diversity, Inclusion, and Equity						
	M	6.3.1	Provide report on socioeconomic disparities for ethnic minority communities	0	1	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of documents produced	Provide citizens access to Technical Assistance, conduct Community Outreach and improve Capacity Building
	M	6.3.2	Conduct Diversity Equity and Inclusion seminar to address the state and needs of ethnic minority communities	0	1	July 1, 2020 to June 30, 2021	Internal Log or Tracking	# of seminars held	Provide citizens access to Technical Assistance, conduct Community Outreach and improve Capacity Building

Agency Name: #REF!

Agency Code: #REF! Section: #REF!

Program Template

Program/Title	Purpose	<u>FY 2019-20 Expenditures (Actual)</u>				<u>FY 2020-21 Expenditures (Projected)</u>				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. ADMINISTRATION	Provides leadership, support, and direction for the agency. Includes all program activities related to Small & Minority Business, Community Based Services, Research, Human Trafficking & Immigration, African Americans, Native Americans, Hispanic/Latinos, and other groups in South Carolina.	\$ 1,115,905	\$ 204	\$ 6,828	\$ 1,122,937	\$ 1,287,674	\$ -	\$ 1,287,694	1.1.1, 1.2.1, 2.1.1, 2.3.2, 3.1.1,3.2.3, 4.1.1, 4.1.2, 5.1.1, 5.1.2, 6.1.1, 6.1.2, 6.1.36.2.2	

Agency Name: Commission for Minority Affairs

Fiscal Year 2019-2020
Accountability Report

Agency Code: L460 Section: 071

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.
1	Code of Laws, Title 1, Chapter 31, Section 1-31-10	State	Statute	Creation of the Commission for Minority Affairs	Yes	Yes	Other service or product our agency must/may provide	Statistical Information and Assistance line and State Recognition
2	Code of Laws, Title 1, Chapter 31, Section 1-31-20	State	Statute	Commission to meet at least quarterly and its purpose	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
3	Code of Laws, Title 1, Chapter 31, Section 1-31-30	State	Statute	Hiring of Executive Director and other personnel; appropriations	No	No		
4	Code of Laws, Title 1, Chapter 31, Section 1-31-40	State	Statute	Powers and duties of the Commission	Yes	Yes	Other service or product our agency must/may provide	Statistical Information and Assistance line and State Recognition
5	Code of Laws, Title 1, Chapter 31, Section 1-31-50	State	Statute	Promulgation of regulations to carry out duties of State Recognition	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
6	Code of Regulations, Chapter 139, Article 1, Section 139-100	State	Regulation	Purpose of State Recognition for Native American Entities	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
7	Code of Regulations, Chapter 139, Article 1, Section 139-105	State	Regulation	Criteria for State Recognition of Native American Entities	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
8	Code of Regulations, Chapter 139, Article 1, Section 139-106	State	Regulation	Native American Advisory Committee membership and duties	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
9	Code of Regulations, Chapter 139, Article 1, Section 139-108	State	Regulation	Creation and membership of the State Recognition Committee	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
10	Code of Regulations, Chapter 139, Article 1, Section 139-109	State	Regulation	Power and Duties of the State Recognition Committee	Yes	Yes	Report our agency must/may provide	
11	Code of Laws, Title 20, Chapter 1, Article 1, Section 20-1-20	State	Statute	Persons who may perform marriage (State Recognized tribal entities)	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
12	Code of Laws, Title 50, Chapter 11, Article 1, Section 50-11-515	State	Statute	Use of wild turkey feathers in Native American Indian art	Yes	Yes	Other service or product our agency must/may provide	State recognition for Native American entities.
13	Code of Laws, Title 8, Chapter 30, Section 8-30-10	State	Statute	Recording and reporting allegations of federal immigration law violations; centralized tracking database	Yes	Yes	Report our agency must/may provide	
14	Code of Laws, Title 8, Chapter 30, Section 8-30-20	State	Statute	Authority to hire personnel	No	No		
15	Code of Laws, Title 12, Chapter 21, Article 1, Section 12-21-4200	State	Statute	Disbursement of BINGO revenues	No	No		
16	Code of Regulations, Chapter 139, Article 1, Section 139-106	State	Regulation	Purpose of Advisory Committees	Yes	Yes	Board, commission, or committee on	
17	Code of Regulations, Chapter 139, Article 1, Section 139-106	State	Regulation	Power and Duties of the Advisory	Yes	Yes	Board, commission, or committee on	

Agency Name:	Commission for Minority Affairs		
Agency Code:	L460	Section:	71

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry; Name; (2) Professional Organization; Name; (3) Public; Demographics.
Native American Affairs/Research	Native American Affairs Program Manager Marcy Hayden was contacted by Dr. Kobra Eghtedary of SC DHEC in an effort to identify Native American communities that may be susceptible to COVID-19. Mrs. Hayden referred Eghtedary to CMA's research division.	The research division disseminated two data visualizations to Kobra Eghtedary and Josh Sellner that detailed census tracts with high minority populations and zip codes across South Carolina that were high in COVID-19 prevalence and Native American population.	Executive Branch/State Agencies	1. Health Care: South Carolina Department of Health and Environmental Control (SCDHEC) 3. Native American
African American Affairs/Research	Kimani Davis, Project Manager and Owner at Mercy Contracting, LLC, needed the assistance of African American Program Manager Cynthia Haddad to secure grant funding for the rehabilitation of homes in communities affected by flood in Richland County, South Carolina. Mr. Davis needed statistical justification for his project, so Mrs. Haddad referred him to the research division.	A report identifying communities with high homeownership and high minority populations was created using data from the American Community Survey. The research division transformed housing tenure data into a metric that identified "owner" and "high ownership" communities in Richland County. When this data was cross-tabulated with racial demographics, target communities for Mr. Davis's rehabilitation program were identified.	General Public	1. Non-profit 2. Professional Organization: Mercy Contracting, LLC.
Research	S.T. Peden of the Minority Economic Development Institute in Greenville, South Carolina contacted the research director directly requesting data on business development in Greenville County, South Carolina.	The research division produced both a data visualization and a PowerPoint that facilitated the presentation of information on minority business development in Greenville County. The visualization highlighted the African-American-to-White racial income gap and the disparities between payrolls of African-American-owned and White-owned businesses.	General Public	Minority Economic Development Institute
Research	The research director was contacted directly by Preston Clinkscales from USC seeking data analysis. Mr. Clinkscales called requesting raw data on the racial median income gap in South Carolina between the African American and White populations.	Given the nature of the research division as a data analytics division rather than a raw data repository, the research director created a data visualization on CMA's Tableau Public page that could be embedded on the page for the SC Collaboration on Race and Reconciliation.	Professional Organization	South Carolina Collaborative on Race and Reconciliation at the University of South Carolina
Communications/Research	Communications director Shireese Bell connected the research division to Jennifer Hawes at the Post and Courier to aid in her reporting of data around COVID-19. Hawes contacted the communications director after the research director presented data at the AccelerateSC COVID-19 taskforce meeting.	The research division disseminated a number of data visualizations on COVID-19, race, and health disparities to the <i>Post and Courier</i> to aid their efforts.	Industry	Post and Courier
Research	Anthony Williams, Program Manager at DSS, was referred to CMA's research division by Ashley Paige. Paige is a frequent collaborator with Native American Program Manager Marcy Hayden and a member of Cynthia Haddad's African American Advisory Board. Mr. Williams needed assistance with creating a data visualization of poverty by race by census tract. Williams sent the research director an example of a similar project that had been conducted in Oregon.	The research director produced a visualization that detailed the percentage of residents below poverty by census tract for African American, Hispanic, Native American, and White populations. In a meeting with Mr. Williams, the research director pointed out that context was important in analyzing the data. For example, census tracts containing colleges and universities appeared to be impoverished. With the goal of the project being the distribution of SNAP resources, it was vital to know the nuances of each census tract. Additionally, the research team provided Mr. Williams with a racial demographic slider in each map to allow him to identify areas that had both high poverty and significant minority populations.	Executive Branch/State Agencies	South Carolina Department of Social Services (DSS)
Outreach/Research	Outreach Coordinator Tim McCray contacted the research director to schedule a meeting to discuss COVID-19 statistics in Horry County. Representative Terry Alexander, local leader Benny Swans, and local news anchor Christel Bell were present in the meeting.	In a Zoom meeting with Tim McCray, Terry Alexander, Christel Bell, Bennie Swans, and others, the research director presented statistics on per capita cases and deaths and the flattening of the curve in terms of new cases and deaths. After the meeting, the research director disseminated the visualization in PowerPoint format to Bennie Swans and Christel Bell. Christel Bell plans to create a docuseries on the effect of COVID-19 on African American communities. Bennie Swans suggested that the research director should draw connections to health care access.	Legislative Branch	Representative Terry Alexander
African American Affairs	The African American Affairs signature event to generate funding that will further our		General Public	
African American Affairs	Growing COBB Produce Giveaway is a nonprofit founded in December 2017 when		General Public	
Asian American and Pacific Islander Affairs	Governor's Proclamation for Asian American and Pacific Islander Heritage Month	The first time the state of South Carolina has recognized the month of May as Asian American and Pacific Islander Heritage Month	General Public	Office of the Governor of South Carolina
Asian American and Pacific Islander Affairs	Asian American and Pacific Islander Ad Hoc Committee Meeting	The Commission's first ever Asian American and Pacific Islander Ad Hoc meeting	General Public	CMA

Asian American and Pacific Islander Affairs	Asian American and Pacific Islander Heritage Month Social Media Campaign	Social Media Campaign on our Facebook page to promote Asian American and Pacific Islander culture during the month of May	General Public	CMA
Hispanic/Latino Affairs	Hispanic Heritage Month Keynote	Was invented to speak about the impact of Hispanics in South Carolina	General Public	Fort Jackson Hispanic Heritage Month Celebration
Hispanic/Latino Affairs	Voces Comunitarias Conference 2019	Voces Comunitarias was held in Spartanburg in October 2019. It was attended by over 100 community members and it included presentations in leadership development, community engagement and professional growth. Voces Comunitarias is an opportunity for development for community leaders. This one full day training event gives members of the community an opportunity to learn leadership techniques, teamwork and community liaison. It will also allow you to share what you do in your community, your challenges and your successes, as well as listen to other leaders and make new connections. This event is organized by SC Commission for Minority Affairs, SCUWI (SC United with Immigrants), PASOs, the South Carolina State Library, Palmetto Luna Arts, SC Appleseed Legal Justice Center, and many more organizations. Participation in Voces Comunitarias was free and open to the public.	General Public	Hispanic/Latino community members across the state
Hispanic/Latino Affairs	COVID-19 Statewide Work Group for Latinx Immigrant Communities	The SC Commission for Minority Affairs in collaboration with SC Appleseed Legal Justice Center, PASOs and Hispanic Alliance formed a statewide working group of individuals, organizations and businesses serving the Latinx and immigrant communities in SC. The purpose of the work group is to coordinate and share information and resources available to families responding to the COVID-19 crisis.	General Public	Hispanic/Latino community members across the state
Hispanic/Latino Affairs	Hispanic/Latino Media Guide	The SC Commission for Minority Affairs' Hispanic/Latino Affairs Division created a Hispanic/Latino Media Guide. This guide provides information on Hispanic/Latino media outlets and organizations in South Carolina. This guide was created to facilitate the sharing of information and to allow agencies and organizations to utilize these media outlets for their outreach efforts to the hispanic/Latino community. The guide was distributed to state agencies and organizations and it is also available online.	General Public	Hispanic/Latino community members across the state
Hispanic/Latino Affairs	Count Me In/Todos Contamos US Census Initiative	The SC Commission for Minority Affairs' Hispanic/Latino Affairs Division launched "Count Me In/Todos Contamos," an initiative to increase Hispanic/Latino participation at the US Census 2020. This initiative counts with the collaboration of several organizations, agencies and Latinx artists to increase awareness about the importance of participating in the US Census 2020. The initiative created promotional materials and organized events to increase participation. Printed materials were distributed at places where latinos congregate across the state. The initiative also included outreach activities on social media and collaborative efforts with other stakeholders statewide.	General Public	Hispanic/Latino community members across the state
Hispanic/Latino Affairs	Hispanic Advisory Committee Meetings	This committee helps us in carrying out our mission to increase prosperity among members of the State's Hispanic/Latinx population and ensure their social and economic wellbeing. The purpose of this advisory committee is to encourage public and private partnerships that support both short and long-term social and economic success for Hispanics/Latinos; identify challenging areas that impact the Hispanic/Latino communities and to establish and heighten awareness of the existence of CMA. These meetings gave our advisory committee members the opportunity to provide insight into the needs of the community, provide suggestions for programs/activities and participate in the planning for future services/projects.	General Public	Hispanic/Latino community leaders/brokers across the state
Hispanic/Latino Affairs	LatinX Community Leaders/Brokers Directory	The SC Commission for Minority Affairs' Hispanic/Latino Affairs Division created a Directory of Service Providers to facilitate the process of finding resources, sharing information and promoting networking. Currently this directory includes over 100 community leaders/brokers. This directory is available online to any interested parties and it includes a map to facilitate the process to find contacts in specific areas of the state.	General Public	Hispanic/Latino community members across the state
Hispanic/Latino Affairs	Voces Comunitarias Conference 2020	Voces Comunitarias Webinars 2020. VOCES Comunitarias evolved from an annual conference to a series of webinars designed to keep our community informed, engaged and networking. These webinars started in May 2020 with a series of 5 weekly webinars. Some of the topics covered include mental health, leadership skills, civic education, and the US Census 2020. These webinars reached over twelve thousand individuals across the state, were viewed by over five thousand community members and yielded over two thousand online interactions. Voces Comunitarias will continue as a monthly webinar during PY2020-21. Voces Comunitarias is an opportunity for development for community leaders. These webinars will allow members of the community to remain engaged and committed to helping the Latinx community while learning leadership and development skills. They also get the opportunity to network with other community members across the state and learn more about issues affecting our community. This event is organized by SC Commission for Minority Affairs, SCUWI (SC United with Immigrants), PASOs, the South Carolina State Library, Palmetto Luna Arts, SC Appleseed Legal Justice Center, and many more organizations.	General Public	Hispanic/Latino community members across the state
Native American Affairs	Native American Heritage Month	Social Media Campaign	General Public	
Native American Affairs	State Recognition of Pine Hill Indian Community Development Initiative	State Recognized "Special Interest Organization"	General Public	
Native American Affairs	Health, Wellness and Housing Resouce Guide		General Public	
Native American Affairs	Census Tribal Mapping Project	Tribal Statistical Area	General Public	
Native American Affairs	2020 State Wide Complete Count Coordination and Partner ship		General Public	
Native American Affairs	Native American Voting Outreach		General Public	
Native American Affairs	Native American COVID-19 Outreach		General Public	
Native American Affairs	DHEC - Division of Diabetes and Heart Disease Management Partnership	To address Tribal Clinic needs (Five tribal clinics in partnership)	General Public	
Native American Affairs	Food Insecurity Network with Tribes	Pee Dee, Santee, Catawba, PHICD, Yamasee	General Public	
Native American Affairs	Grant Writing and Organizational Capacity Building	With Tribal Communities	General Public	
Faith Based Community Outreach	Impact Initiative	of the Minority Affairs Commission. It presents its findings of such efforts and articulates practitioner-based	General Public	

Agency Name:		Commission for Minority Affairs		Fiscal Year 2019-2020
Agency Code:		L460	Section:	071
Name of Partner Entity		Type of Partner Entity	Description of Partnership	Partner Template
South Carolina Department of Employment and Workforce (SCDEW)	State Government	Partner and collaborate on educating individuals and businesses on Work Opportunity Tax Credit and Federal Bonding Programs. Trained over 152 businesses and 35 ind		
Men of Color National Summit Steering Committee	K-12 Education Institute	Served as a committee member with planning designed to help students in middle and high school prepare for the transition to college, careers and citizenship. Over 500 students attend the event held at Lower Richland High School.		
Small and Micro Business Conference	Non-Governmental Organization	SC Commission for Minority Business Division hosted its Regional Small Business Conference in Bluffton SC. The purpose of this conference is to inform small businesses Partners included Bluffton Chamber of Commerce, the Town of Bluffton, A Call to Action, SC Community Loan Fund, Business Development Corporation, SC		
SC Second Chance Resource Guide	State Government	Racial minorities make up approximately 31.5% of South Carolina's general population, they comprise 62% of the state inmate population.[1] This means that minorities are twice as likely to be incarcerated. Issues around incarceration go beyond race, though. About half of the current inmate population in South Carolina's correctional Completion of Rural Development Grant. The main goal of this grant project is to expand the capacity of businesses, both new and existing, to hire and keep employees.		
Rural Development Grant	Non-Governmental Organization	CMA was able to increase the capacity of 32 businesses to maintain 45 new and existing jobs. The CMA provided continuous education to businesses through regional Bonnie Decker, Clemson University, Columbia International Festival, International Friendship Ministries, Confucius Institute, Ellie YHsien Chao, Faapepele Hunkin, Gina Castaneda, University of South Carolina, University of Georgia, Mota Enterprises LLC, UofSC Filipino American Student Association		
Asian American and Pacific Islander Ad Hoc Committee	State Government	CMA has built relationships with the following state agencies to assist persons suffering with issues surrounding COVID-19: South Carolina Department of Health and Environmental Control (testing, tracing, and informational matters; South Carolina Department of Employment and Workforce (unemployment matters related to the shut-CMA hosted a booth to: 1) gain further contact with community members about CMA's initiatives, and 2) to disseminate information to community members about the services offered by the agency		
COVID-19	State Government	CMA sponsored lunch for Clemson University's Midlands Minority Student Summit held at Lower Richland High School. In addition to sponsoring food, CMA also presented agency information, and information about the 2020 US Census, the Real ID, and voting in South Carolina to participants and their families.		
Sofrito y Soul	Professional Association	CMA participated in the festival as a part of our partnership with the Catawba Indian Nation		
Richland School District One Back to School 2019	K-12 Education Institute	CMA participated in the festival as a part of our partnership with the Waccamaw Indian People		
Catawba Day Festival	Individual	CMA assisted the organization with logistics of their festival as a part of our outreach to the state's Asian American communities		
Waccamaw Indian People Pow Wow	Professional Association	Participated and sponsored in Columbia Urban League events outreaching to their core constituency which overlaps with that of CMA (e.g. primarily African American residents)		
Filipino American ... Columbia ... Festival	Professional Association	Attended South Carolina Opportunity Zome Summit and created an commnity information flyer on opportunity zones		
Urban League	Private Business Organization	CMA formed an MOU partnership with this special interest organization to secure grant funding from the Duke Endowment for healthcare and other related services.		
Opportunity Zones	Federal Government	CMA worked with this non-profit to continue to secure socioeconomic uplift measures to bolster the state's Native American communities		
Pine Hill Indian Community Development Initiative	Non-Governmental Organization	CMA supported the state's only federally recognized tribe in their initiatives to ensure the health and wellness of their community members - Federal Tribe Division		
American Indian Center	Non-Governmental Organization	CMA formed an MOU partnership with UWASC to advocate for 2020 Census funding and the provision of minigrants to the state's minortiy community groups to ensure a complete count on the 2020 US Census		
Catawba Indian Wellness Department	Federal Government	CMA connects with this non-profit entity to advance causes to uplift the state's various ethnic / racial minority communities		
United Way Association of South Carolina	Non-Governmental Organization	CMA re-established a previously dormant partnership to assists the state's Native American youth		
South Carolina Grantmakers Network	Non-Governmental Organization	CMA has established an MOU partnership with Voorhees College to increas the number of Native American and Hispanic / Latino American youth enrolled at Voorhees		
DSS-Indian Child Welfare Committee	State Government	Lutheran Synod. Non-profit - CMA worked with this non-profit to continue to secure socioeconomic uplift measures to bolster the state's Native American communities		
Voorhees College	Higher Education Institute	CMA worked with this organization in regards to voter education and engagement		
Indigenous People's Accompaniment Network	Non-Governmental Organization	CMA worked with this non-profit to continue to secure socioeconomic uplift measures to bolster the state's Native American communities		
Disability Voting Coalition	Non-Governmental Organization	through advocacy, education and social services. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share resources	1,2,3,4,6	
SC Indian Affairs Commission	Non-Governmental Organization	community in improving quality of life in Spartanburg County. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share	1,2,3,4,6	
Alianza Latina Columbia	Non-Governmental Organization	911, how to apply for work, food banks, where to look for jobs, how to open a bank account, where to send their kids to school, how the bus system works, where to get	1,2,3,4,6	
Alianza Latina Spartanburg	Non-Governmental Organization	Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share resources and develop activities to foster the social and economic	1,2,3,4,6	
Charleston Hispanic Association	Non-Governmental Organization	Carolina. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this consulate to allow individuals of mexicdan origin to have access to the	1,2,3,4,6	
Circulo Hispanoamericano de Charleston	Non-Governmental Organization	South Carolina's coast for over 11 years with over 60,000 print, online and social media readers. SCCMA's Hispanic/Latino Affairs Division has established collaborative	1,2,3,4,6	
Consulate General of Mexico in Raleigh.	Federal Government	outlet to disseminate information and share resources to foster the social and economic development of the spanic/Latino community.	1,2,3,4,6	
El Informador Newspaper	Private Business Organization	community at large. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share resources and develop activities to	1,2,3,4,6	
Fortaleza Cristiana	Private Business Organization	has established collaborative efforts with this consulate to serve people of Guatemalan origin living in the state of South Carolina.	1,2,3,4,6	
Greenville Hipanic Alliance/Alianza Hispana Greenville	Non-Governmental Organization	collaborative efforts with this media outlet to disseminate information and share resources to foster the social and economic development of the Hispanic/Latino	1,2,3,4,6	
Guatemalan Consulate in North Carolina.	Federal Government	Affairs Division has established collaborative efforts with this media outlet to disseminate information and share resources to foster the social and economic development	1,2,3,4,6	
Hola News Carolinas	Private Business Organization	Affairs Division has established collaborative efforts with this media outlet to disseminate information and share resources to foster the social and economic development	1,2,3,4,6	
Latino Newspaper	Private Business Organization	Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share resources and develop activities to foster the social and economic	1,2,3,4,6	
LatinX Today News	Private Business Organization	Charleston and Columbia SC. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this media outlet to disseminate information and share	1,2,3,4,6	
Lowcountry Immigration Coalition	Non-Governmental Organization	and share resources to foster the social and economic development of the Hispanic/Latino community.	1,2,3,4,6	
Norsan Media	Private Business Organization	established collaborative efforts with this organization to share resources and develop activities to foster the social and economic development of the Hispanic/Latino	1,2,3,4,6	
Nuestro Estado News	Private Business Organization	Division has established collaborative efforts with this organization to share resources and develop activities to foster the social and economic development of the	1,2,3,4,6	
Palmetto Luna Arts	Non-Governmental Organization	entertainment industry. ownership of Latino Media Network LLC. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this media outlet to	1,2,3,4,6	
SC Hispanic Chamber of Commerce	Non-Governmental Organization	The Greater Lake City Community Resource Center aims to become the hub for communal resources. By developing a program that offers a range of charitable, human service, educational and community development activities, we will not only restore hope in residents, but promote self-sufficiency. SCCMA's Hispanic/Latino Affairs	1,2,3,4,6	
SC Live TV	Private Business Organization	Division has established collaborative efforts with this organization to share resources and develop activities to foster the social and economic development of the	1,2,3,4,6	
The Greater Lake City Community Resource Center	Non-Governmental Organization	Universal Latin News is a local newspaper in Spanish for the Charleston area. Daily post on their online outlet and a biweekly print publication. SCCMA's Hispanic/Latino	1,2,3,4,6	
	Private Business Organization	Affairs Division has established collaborative efforts with this media outlet to disseminate information and share resources to foster the social and economic development	1,2,3,4,6	
Universal Latin News	Private Business Organization	of the Hispanic/Latino community.	1,2,3,4,6	
VaqueVA Revista & Radio	Private Business Organization	Spanish magazine and online radio station in the bluffton and hilton head area. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this	1,2,3,4,6	
	Private Business Organization	media outlet to disseminate information and share resources to foster the social and economic development of the Hispanic/Latino community.	1,2,3,4,6	

Hispanic Business Association (HBA)	Non-Governmental Organization	The Hispanic Business Association exists to advocate, promote and support Hispanic entrepreneurs and business owners. We do this by supplying the education and resources necessary for creating prosperity and healthy communities through business ownership. SCCMA's Hispanic/Latino Affairs Division assisted the HBA with capacity building and resources.	1,2,3,4,6
Hispanic-American Women's Association (AHAM)	Non-Governmental Organization	The Hispanic-American Women's Association was formed with the purpose of uniting the Spanish speaking community of the Upstate of South Carolina, to organize activities that allow the Latin community to enjoy their language, culture and folklore, and to raise money to provide educational opportunities for students of Hispanic origin through scholarships. SCCMA's Hispanic/Latino Affairs Division supports AHAM by providing capacity building and guidance.	1,2,3,4,6
La Isla Magazine	Private Business Organization	La Isla Magazine is dedicated to serving the diverse Latino community in South Carolina and Northeast Georgia. The content of the magazine seeks to educate, integrate and empower the audience served by providing pertinent and current information about topics that readers care about. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this media outlet to disseminate information and share resources to foster the social and economic development of the Hispanic/Latino community.	1,2,3,4,6
Latino Communications (LCCDC)	Non-Governmental Organization	LATINO COMMUNICATIONS (LCCDC) is a community based, non-profit designated 501(c)(3) organization. They help to bridge the gap and remove barriers created by language, culture and economic differences. Their vision is to help low-to-moderate income families achieve financial stability and independence through financial literacy, education, job training and home-ownership workshops. They also seek to strengthen families and the greater community through arts and culture, family-friendly events, at-risk youth intervention programs and faith-based outreach activities. Service areas are: Kershaw, Lexington, Newberry, Richland and Saluda counties. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share resources and develop activities to foster the social and economic development of the Hispanic/Latino community in the Midlands area. Our agency has also sponsored community events organized by Latino Communications.	1,2,3,4,6
PASOs	Non-Governmental Organization	education on family health, early childhood, and positive parenting skills. They also provide individual guidance for participants in need of resources, and partners with	1,2,3,4,6
South Carolina Appleseed Legal Justice Center	Non-Governmental Organization	public benefits, domestic violence, immigration, health care and consumer issues. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this	1,2,3,4,6
South Carolina Hispanic Leadership Council	Non-Governmental Organization	South Carolina. SCCMA's Hispanic/Latino Affairs Division has established collaborative efforts with this organization to share resources and develop activities to foster the	1,2,3,4,6
US Census Bureau/ US Census 2020	Federal Government	SCCMA's Hispanic/Latino Affairs Division collaborated with US Census staff during the US Census 2020 activities. Our agency launched the "Count Me In/Todos	1,2,3,4,6

Agency Name: Commission for Minority Affairs

Fiscal Year 2019-2020
Accountability Report

Agency Code: L460 Section: 071

Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	External Review and Report	Agency Accountability Report	SC Department of Administration	State	Annually	9/15/2020	This report contains our agency's mission and objectives to accomplish the mission and performance measures that show the degree to which objectives are being met. It contains key program area descriptions and expenditures and links these to key financial and performance results measures.	In Office Files
2	External Review and Report	Operating and Capital Budget	SC Governor's Office	State	Annually	9/15/2020	Request for annual operating and capital budget needs for the next fiscal year	In office files/Shared Services
3	External Review and Report	Information Technology and Information Security Plan	SC Division of Technology Services	State	Annually	10/1/2020	Data collection and survey to meet the IT information security and data privacy reporting requirements	In Office Files/shared services
5	External Review and Report	Schedule of Expenditures of Federal	SC Office of the State Auditor	State	Annually	8/15/2020	A report (schedule) of the expenditures of agency federal awards for the fiscal year.	Shared Services
6	External Review and Report	IT Data Collection Report	SC Department of Administration	State	Annually	8/10/2020	Information technology budget for this agency	Shared Services
7	External Review and Report	Legislative Oversight Committee Report	SC Legislative Oversight Committee	State	Annually	9/29/2020	Update of request made in 2018-2019 LOC Report	In Office Files
8	External Review and Report	Fiscal yearend closeout reports	SC State Comptroller General	State	Annually	Varied after fiscal year end	G.A.A.P. reporting of agency financial status at fiscal year end.	Shared Services
9	External Review and Report	State Recognition Committee Report	CMA Board	State	Twice a year	12/01/2019 - Presented to CMA Board of Commissioners on 12/20/2019	Findings report from the State Recongition Committee.	In Office files