Legislative Oversight Committee
South Carolina House of Representatives
Post Office Box 11867
Columbia, South Carolina 29211
Telephone: (803) 212-6810 • Fax: (803) 212-6811

2016 Annual Restructuring Report Guidelines

PLEASE NOTE:

The information included in the agency's report will appear online for all legislators and the public to view.

Agency Name:	**South Carolina Department of Agriculture**
Date Report Submitted:	**January 12, 2016**
Agency Head	
First Name	Hugh
Last Name:	Weathers
Email Address:	skitchen@scda.sc.gov
Phone Number:	803-734-2179

General Instructions

SUBMISSIONS	
What to submit?	Please submit this document in electronically only in both the original format (Excel) as well as in a PDF document. Save the document as “2016 - Agency ARR (*insert date agency submits report*).”
When to submit?	The deadline for submission is by the first day of session, January 12, 2016.
Where to submit?	Email all electronic copies to HCommLegOv@schouse.gov.

NOTE: If the agency enters its Name and the Date of Submission in the "Cover Page" tab, it should automatically populate at the top of each tab in this report.

WHERE INFORMATION WILL APPEAR	
Where will submissions appear?	The information included in the agency's report will appear online for all legislators and the public to view. On the South Carolina Statehouse Website it will appear on the Publications page as well as on the individual agency page, which can be accessed from the House Legislative Oversight Page.

QUESTIONS	
Who to contact?	House Legislative Oversight at 803-212-6810.

OTHER INFORMATION	
	House Legislative Oversight
Mailing	Post Office Box 11867
Phone	803-212-6810
Fax	803-212-6811
Email	HCommLegOv@schouse.gov
Web	The agency may visit the South Carolina General Assembly Home Page (http://www.scstatehouse.gov) and click on "Citizens’ Interest" then click on "House Legislative Oversight Committee Postings and Reports."

Mission, Vision and Goals

This is the second chart because the agency's mission and vision should have a basis in the legal standards, which the agency provided in the previous chart. After the agency knows the laws it must satisfy, along with its mission and vision, it can then set goals to satisfy those laws and achieve that vision (and the strategy and objectives to accomplish each goal - see next chart). To ensure accountability, one person below the head of the agency should be responsible for each goal. The same person is not required to be responsible for all of the goals.

Agency Responding	South Carolina Department of Agriculture
Date of Submission	42381
Fiscal Year for which information below pertains	2015-16

Instructions : Provide the agency's mission, vision and laws (i.e. state and/or federal statutes) which serve as the basis for the agency's mission and vision.

Mission	To promote and nurture the growth and development of South Carolina's agriculture industry and its related businesses while assuring the safety and security of the buying public.
Legal Basis for agency's mission	Act No. 104 of 1879
Vision	For the State's economy to grow and prosper, providing everyone, producers and consumers, opportunities to enjoy the benefits of agriculture.
Legal Basis for agency's vision	46-3-10

Instructions :
1) Under the "Legal Responsibilities Satisfied" column, enter the legal responsibilities (i.e. state and/or federal statutes and provisos) the goal is satisfying. All of the laws mentioned in the previous chart (i.e. Legal Standards Chart) should be included next to one of the agency's goals. When listing the Legal Responsibilities Satisfied, the agency can group the standards together when applicable (i.e. SC Code 63-19-320 thru 63-19-450). Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute.
2) Under the "Goals and Description" column, enter the number and description of the goal which will help the agency achieve its vision (i.e. Goal 1 - Increase the number of job opportunities available to juveniles to 20 per juvenile within the next 2 years). The agency should have 3-4 high level goals.
3) Under the "Describe how the Goal is SMART" column, enter the information which shows the goal is Specific, Measurable, Attainable, Relevant and Time-bound.
4) Under the "Public Benefit/Intended Outcome" column, enter the intended outcome of accomplishing the goal.
5) Under the "Responsible Person" columns, provide information about the individual who has primary responsibility/accountability for each goal. The Responsible Person has different teams of employees beneath him/her to help accomplish the goal. The Responsible Person is the person who, in conjunction with his/her team(s) and approval from higher level superiors, determines the strategy and objectives to accomplish the goal. In addition, this is the person who monitors the progress and makes any changes needed to the strategies and objectives to ensure the goal is accomplished. Under the "Position" column, enter the Responsible Person's position/title at the agency.

Legal Responsibilities Satisfied	Goals & Description	Describe how the Goal is S.M.A.R.T.	Public Benefit/Intended Outcome	Responsible Person Name:	Number of months person has been responsible for the goal or objective:	Position:
(i.e. state and federal statutes or provisos the goal is satisfying)	(i.e. Goal 1 - insert description)	Specific Measurable Attainable Relevant Time-bound	(Ex. Output = rumble strips are installed on the sides of a road; Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome			
46-3-10	Goal 1 - Improve agency operational readiness and workforce development		Better customer service and more efficient use of taxpayer dollars.	Aaron Wood		Assistant Commissioner, Agency Operations
46-3-20,240; 46-21-25,35; 46-27-410; 46-40-10; 46-41-40; 46-42-10; 39-9-70; Provisos 44.1,3,4,7,8	Goal 2 - Protect the consumers in the marketplace through compliance inspections, laboratory testing and analysis, issuing certifications, sampling, licensing, auditing, and providing commodity oversight of storage warehouses and facilities.		Protection of both producers and consumers engaged in the marketplace	Derek Underwood		Assistant Commissioner, Consumer Protection

Mission, Vision and Goals

46-3-80; 46-15-10 thru 46-15-80; 46-14-340; 46-19-290; Provisos 44.2,6	Goal 3 - Promote and market South Carolina agriculture, both domestically and abroad, to increase demand for agricultural products		Increase the per-acre value of agriculture in South Carolina.	Martin Eubanks		Assistant Commissioner, Agricultural Services
Proviso 44.1; 46-3-80	Goal 4 - Provide credible and timely information and increase public awareness of the overall impact of the agricultural industry		Build the public value of the agricultural industry; more, un-biased information will producers and consumers make better decisions.	All Assistant Commissioners and respective divisions		
46-19-290	Goal 5 - Enhance growth and expansion of the state's total agricultural product output, economic impact, and capital investment		Increase the direct, indirect, and induced value of agriculture in South Carolina	Clint Leach		Assistant Commissioner, Economic Development and External Affairs

Strategy, Objectives and Responsibility

This is the next chart because once the agency determines its goals, and those responsible for each goal, it then needs to determine the strategy and objectives to accomplish each goal. To ensure accountability, one person should be responsible for each objective. This can be the same person responsible for the goal, if it is a small agency, or, for larger agencies, a person who reports to the person responsible for the goal. The same person is not required to be responsible for all of the objectives.

Agency Responding	South Carolina Department of Agriculture
Date of Submission	42381
Fiscal Year for which information below pertains	2015-16

Instructions :

1) Under the "Legal Responsibilities Satisfied" column, enter the legal responsibilities (i.e. state and/or federal statutes and provisos) the goal or objective is satisfying. For each goal, the agency can copy and paste the information from the Mission, Vision and Goals Chart. All of the legal standards mentioned for a particular goal should be included next to one of the objectives under that goal. When listing the Legal Responsibilities Satisfied, the agency can group the standards together when applicable (i.e. 63-19-320 thru 63-19-370). Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute.
2) Under the "Strategic Plan Part and Description" column, enter the strategic plan part number and description (i.e. Goal 1 - Increase the number of job opportunities available to juveniles to 20 per juvenile within the next 2 years). For each goal, the agency can copy and paste the information from the Mission, Vision and Goals Chart. If the agency is still utilizing the same strategies and objectives it submitted as part of the Accountability Report, it can copy and paste those into this chart, then fill in the remainder of the columns. However, if the agency has trouble explaining how each objective is SMART, it may need to revise its objectives. In addition, if the agency has revised its strategic plan since submitting its last Accountability Report, please provide information from the most current strategic plan.
3) Under the "Describe how it is SMART" column, enter the information which shows how each goal and objective is Specific, Measurable, Attainable, Relevant and Time-bound.
4) Under the "Public Benefit/Intended Outcome" column, enter the intended outcome of accomplishing each goal and objective.
5) Under the "Responsible Person" columns, provide information about the individual who has primary responsibility/accountability for each goal and objective. The Responsible Person for a goal has different teams of employees beneath him/her to help accomplish the goal. The Responsible Person for an objective has employees and possibly different teams of employees beneath him/her to help accomplish the objective. The Responsible Person for a goal is the person who, in conjunction with his/her team(s) and approval from higher level superiors, determines the strategy and objectives needed to accomplish the goal. The Responsible Person for an objective is the person who, in conjunction with his/her employees and approval from higher level superiors, sets the performance measure targets and heads the game plan for how to accomplish the objective for which he/she is responsible. Under the "Position" column, enter the Responsible Person's position/title at the agency. Under "Office Address" column, enter the address for the office from which the Responsible Person works. Under the "Department/Division" column, enter the department or division at the agency in which the Responsible Person works. Under the "Department/Division Summary" column, enter a brief summary (no more than 1-2 sentences) of what that department or division does in the agency.

Legal Responsibilities Satisfied: (i.e. state and federal statutes or provisos the goal or objective is satisfying)	*Strategic Plan Part and Description* (i.e. Goal 1 - Insert description, Strategy 1.1 - Insert Description, Objective 1.1.1 - Insert Description)	How it is S.M.A.R.T.: Describe how each goal and objective is... Specific; Measurable; Attainable; Relevant; and Time-bound	Public Benefit/Intended Outcome: (Ex. Output = rumble strips are installed on the sides of a road; Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome	Responsible Person Name:	Number of months person has been responsible for the goal or objective:	Position:	Office Address:	Department or Division:	Department or Division Summary:
	Goal 1 - *Improve agency operational readiness and workforce development*	Unless otherwise noted, the time-frame for accomplishment is the end of this FY		*Aaron Wood*		*Assistant Commissioner*	*Headquarters (1200 Senate Street, 5th Floor Wade Hampton Building, Columbia) unless otherwise noted*	*Agency Operations (AO) Division*	*see website*
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	Strategy 1.1 - *Evaluate new technology products and services and implement based on cost/benefit analyses*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 1.1.1 - Replace personal computers every three years			*Chris Cortez*		*IT Consultant / Info Sec Specialist*		*IT (AO)*	
	Objective 1.1.2 - Update all computer operating systems to Windows 10 this FY			*Chris Cortez*		*IT Consultant / Info Sec Specialist*		*IT (AO)*	

Strategy, Objectives and Responsibility

The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 1.2 - Prioritize information security activites*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 1.2.1 - Achieve 100% copmpletion of the US Department of Defense Information Security Awareness Program by 31 October every year			*Chris Cortez*		*IT Consultant / Info Sec Specialist*		*IT (AO)*	
	Objective 1.2.2 - Implement all 13 INFOSEC policies by 2016			*Chris Cortez*		*IT Consultant / Info Sec Specialist*		*IT (AO)*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 1.3 - Provide more professional development opportunities for employees*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 1.3.1 - Offer in-house training at least quarterly			*Kathleen Pierce*		*Human Resources Director*		*HR (AO)*	
	Objective 1.3.2 - Staff will participate in trade groups and industry associations			*Unit supervisors*					
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 1.4 - Improve financial reporting and business procedures*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 1.4.1 - Provide monthly financial reports to division directors for personnel and operating funds in their areas of responsibility			*Carla Lindler*		*Administration Director*		*Admin (AO)*	
	Objective 1.4.2 - Achieve a higher agency procurement certification from MMO			*Carla Lindler*		*Administration Director*		*Admin (AO)*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 1.5- Emphasize employee health and safety on and off the job*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 1.5.1 - Offer an annual health screening for all employees			*Kathleen Pierce*		*Human Resources Director*		*HR (AO)*	
	Objective 1.5.2 - Purchase Personal Protective Equipment for all field personnel			*Unit supervisors*					
	Objective 1.5.3 - Ensure that all agency office buildings with 10 or more employees are equipped with AED machines			*Kathleen Pierce*		*Human Resources Director*		*HR (AO)*	
	Goal 2 - Protect the consumers in the marketplace through compliance inspections, laboratory testing and analysis, issuing certifications, sampling, licensing, auditing, and providing commodity oversight of storage warehouses and facilities.			*Derek Underwood*		*Assistant Commissioner*	*123 Ballard Court, West Columbia, SC*	*Consumer Protection (CP) Division*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 2.1 - Provide food/feed safety oversight at SC food manufacturing and storage facilities through routine periodic inspections based on product types, inspection history, and risk analysis*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 2.1.1 - Participate in the Food and Drug Administration's MFRPS by 2015			*Angie Culler*		*Director*	*123 Ballard Court, West Columbia, SC*	*Food and Feed Safety (CP)*	

Strategy, Objectives and Responsibility

	Objective 2.1.2 - Make all 42 public forms able to be submitted online			*Chris Cortez / Lauren Gunn*		*IT Consultant / Administrative Assistant*	*123 Ballard Court, West Columbia, SC*	*IT (AO) / CP*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 2.2 - Maintain the accuracy of the state's measurement system by providing high precision calibration services to public and private sector customers at the SC Metrology Laboratory*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 2.2.1 - Become accredited by the National Voluntary Laboratory Accreditation Program (NVLAP)			*Robert McGee*		*Lab Director*	*237 Catawba Street, Columbia SC*	*Metrology*	
	Objective 2.2.2 - Design and build a new metrology laboratory to meet the requirements for an Echelon I metrology laboratory			*Robert McGee*		*Lab Director*	*237 Catawba Street, Columbia SC*	*Metrology*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 2.3 - Provide the public with assurance that commodities bought and sold are the correct quantity and quality, safe, wholesome, and adhere to specific standards*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 2.3.1 - Routinely inspect 100% of regulated firms annually			*John Stokes*		*Director*	*123 Ballard Court, West Columbia, SC*	*Consumer Services (CP)*	
	Objective 2.3.2 - Ensure same-day folloow-up communication on 100% of consumer complaints			*Alicia Attaway*		*Administrative Assistant*	*123 Ballard Court, West Columbia, SC*	*Consumer Services (CP)*	
	Objective 2.3.3 - Increase and broaden sampling of fruits and vegetables in the chemical residue laboratory by 10%			*Sherry Garris*		*Chemist, Pesticide Residue*	*123 Ballard Court, West Columbia, SC*	*Laboratory (CP)*	
	Goal 3 - Promote and market South Carolina agriculture, both domestically and abroad, to increase demand for agricultural products			*Martin Eubanks*		*Assistant Commissioner*		*Agricultural Services (AS) Division*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 3.1 - Expand Certified SC (CSC) branding program*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 3.1.1 - Increase program membership by 10%			*Ansley Rast*		*Marketing Specialist*		*Marketing (AS)*	
	Objective 3.1.2 - Use merchandising to grow sales of local products in retail outlets by 5%			*Sonny Dickinson*		*Merchandiser*		*Marketing (AS)*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 3.2 - Expand marketing opportunities through the State Farmers Market system, community based markets, roadside markets, and agritourism operators*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 3.2.1 - Identify and prioritize critical upgrades at all 3 market facilities based on consumer safety, overall appearance, and functionality			*Martin Eubanks*		*Assistant Commissioner*		*AS*	
	Objective 3.2.2 - Provide 4 training meetings for producers interested in accepting WIC/SNAP vouchers across the state			*Emily Joyce*		*Marketing Specialist*		*Marketing (AS)*	
	Objective 3.2.3 - Create 3 statewide food hubs			*Clint Leach*		*Assistant Commissioner*		*Economic Development and Legislative Affairs (EDLA)*	

Strategy, Objectives and Responsibility

The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 3.3 - Expand commodity board research, promotion and education*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 3.3.1 - Develop commodity specific strategies to highlight crop conditions, outlooks, and timin, to increase overall sales in-state by 5%			*various marketing specialists*					
	Objective 3.3.2 - Devote more resources into export market analysis, access, and development			*Martin Eubanks*		*Assistant Commissioner*		*AS*	

	Goal 4 - Provide credible and timely information to increase public awareness of the agricultural industry, and knowledge of agricultural issues			*Stephanie Sox*		*Communications Director*		*Public Information*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 4.1 - Ensure timely delivery of informatio of both producer and consumer interest*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 4.1.1 - Develop strategies to reach consumers directly on internet channels with messaging one month before major events and two weeks before minor events			*Elizabeth Shuler*		*Marketing Specialist*		*Marketing (AS)*	
	Objective 4.1.2 - Respond to 100% of website information requests within 2 business days.			*Stephanie Sox*		*Communications Director*		*Public Information*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 4.2 - Expand reach of Market Bulletin/Market News Service as an information vehicle and educational resource*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 4.2.1 - Maintain subscription reach of 15,625			*Aaron Wood*		*Assistant Commissioner*		*AO*	
	Objective 4.2.2 - Conduct reader interest survey every three years			*Marsha Hewitt*		*Editor*		*Market Bulletin (AO)*	
	Objective 4.2.3 - Engage staff to contribute articles and photographs for all 24 issues			*Marsha Hewitt*		*Editor*		*Market Bulletin (AO)*	

	Goal 5 - Enhance growth and expansion of the state's total agricultural product output, economic impact, and capital investment			*Clint Leach*		*Assistant Commissioner*		*Economic Development and Legislative Affairs (EDLA)*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 5.1 - Expand existing industry and increase value-added production*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 5.1.1 - Help five current in-state companies use more SC products in their business process			*Jack Shuler*		*Director*		*Agribusiness Development (EDLA)*	
	Objective 5.1.2 - Encourage new business incentives for agribusiness			*Clint Leach*		*Assistant Commissioner*		*EDLA*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 5.2 - Increase agribusiness recruitment efforts*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Strategy, Objectives and Responsibility

	Objective 5.2.1 - Engage state, local, and regional alliance officials about agribusiness opportunities by meeting with state commerce officials and regional alliance directors and staff on a quarterly basis			*Clint Leach*		*Assistant Commissioner*		*EDLA*	
	Objective 5.2.2 - Participate in at least 7 business events and tradeshows per year			*Jack Shuler*		*Director*		*Agribusiness Development (EDLA)*	
	Objective 5.2.3 - Complete the Agribusiness Development application/online portal with Clemson University PSA			*Clint Leach*		*Assistant Commissioner*		*EDLA*	
The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a"	*Strategy 5.3 - Take a leading role in advocating for sound, responsible agribultrual policies that encourage business growth and resource stewardship*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Objective 5.3.1 - Assess all industry policies prior to the beginning of each legislative session by gathering input from at least 10 different producers			*Martin Eubanks / Clint Leach*		*Assistant Commissioners*		*AS / EDLA*	
	Objective 5.3.2 - Work with regulatory and marketing program staff to review current laws, regulations, and policiesto find the most efficient balance of consumer safety and a business friendly environment			*All Assistant Commissioners*					

Objective Details

This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.

Agency Responding	South Carolina Department of Agriculture
Date of Submission	42381
Fiscal Year for which information below pertains	2015-16

Instructions: Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

Strategic Plan Context		
# and description of Goal the Objective is helping accomplish:		Copy and paste this from the second column of the Mission, Vision and Goals Chart
Legal responsibilities satisfied by Goal:		Copy and paste this from the first column of the Mission, Vision and Goals Chart
# and description of Strategy the Objective is under:		Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Objective		
Objective # and Description:		Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart
Legal responsibilities satisfied by Objective:		Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart
Public Benefit/Intended Outcome:		Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart
Agency Programs Associated with Objective		
Program Names:		Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column
Responsible Person		
Name:		Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart
Number of Months Responsible:		
Position:		
Office Address:		
Department or Division:		
Department or Division Summary:		
Amount Budgeted and Spent To Accomplish Objective		
Total Budgeted for this fiscal year:		Copy and paste this information from the Strategic Budgeting Chart
Total Actually Spent:	*Agency will provide next year*	

PERFORMANCE MEASURES

Instructions : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.

1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.

2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).

3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."

4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

Objective Details

Types of Performance Measures:

Outcome Measure - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.

Efficiency Measure - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection

Output Measure - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.

Input/Explanatory/Activity Measure - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

How the Agency is Measuring its Performance		
Objective Number and Description	0	
Performance Measure:		
Type of Measure:		
Results		
2013-14 Actual Results (as of 6/30/14):		
2014-15 Target Results:		
2014-15 Actual Results (as of 6/30/15):		
2015-16 Minimum Acceptable Results:		
2015-16 Target Results:		
Details		
Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over)		Insert any further explanation, if needed
What are the names and titles of the individuals who chose this as a performance measure?		
Why was this performance measure chosen?		
If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached?		
What are the names and titles of the individuals who chose the target value for 2015-16?		
What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set?		
Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16?		
If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached?		

POTENTIAL NEGATIVE IMPACT

Instructions : Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

Most Potential Negative Impact	
Level Requires Outside Help	
Outside Help to Request	
Level Requires Inform General Assembly	
3 General Assembly Options	

REVIEWS/AUDITS

Instructions : Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

Matter(s) or Issue(s) Under Review	Reason Review was Initiated (outside request, internal policy, etc.)	Entity Performing the Review and Whether Reviewing Entity External or Internal	Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY)

PARTNERS

Objective Details

Instructions : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

Current Partner Entity	Ways Agency Works with Current Partner	Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

Restructuring Recommendations and Feedback

Agency Responding	South Carolina Department of Agriculture
Date of Submission	42381
Fiscal Year for which information below pertains	2015-16

RESTRUCTURING RECOMMENDATIONS

Instructions: Please answer the questions below and add as many rows as needed.

Does the agency have any recommendations, minor or major, for restructuring?	No

If the agency has recommendations for restructuring, list each one on a separate row in the chart below. Add as many rows as needed.

Does the agency recommendation require legislative action?	Recommendation for restructuring

FEEDBACK (Optional)

Instructions: Please answer the questions below to provide feedback on this Annual Restructuring Report ("Report").

Please list 1-3 benefits the agency sees in the public having access to the information requested in the Report, in the format it was requested.	Please list 1-3 benefits to agency management and employees in having all of this information available in one document.	Now that the agency has completed the Report, please list 1-3 things the agency could do differently next year (or it could advise other agencies to do) to complete the Report in less time and at a lower cost to the agency.
1	1	1
2	2	2
3	3	3

Does the agency believe this year's Restructuring Report was less burdensome than last year's?	Please list 1-3 changes to the Report questions, format, etc. the agency recommends to ensure the Report provides the best information to the public and General Assembly, in the least burdensome way to the agency.	Please add any other feedback the agency would like to provide (add as many additional rows as necessary)
No	**Create a different reporting approach other than goals/strategies/objectives, which have already been aggregated in the Accountability Report.**	The Restructuring Report in its current format requires agencies to expand upon information provided in the Accountability Report to the point where it is no longer useful or practical. Self-evaluation is an important tool to state agencies, and reports that divert staff time away from achieving the agency's mission should have a clear purpose and application.
Why or why not?	**Avoid asking for the same information multiple different times, i.e. legal responsibilites satisifed.**	
The objective detail is extremely cumbersome to aggregate; and the formatting was rough	**Remove objective details worksheet.**	

Agencies are not required to do anything in this worksheet. This worksheet is part of the document so the proper drop down menues can be available in the other tabs.

Is Performance Measure Required?
State
Federal
Only Agency Selected

Type of Performance Measure
Outcome
Efficiency
Output
Input/Explanatory/Activity

Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?

State/Local Government Entity
College/University
Business, Association or Individual

Does the Agency have any restructuring recommendations
Yes
No

Does the agency believe this year's Restructuring Report was less burdensome than last year's?
Yes
No

Legal Standards

This is the first chart in the report because the legal standards which apply to the agency should serve as the basis for the agency's mission, vision and strategic plan.

Agency Responding	South Carolina Department of Agriculture
Date of Submission	January 12, 2016

Instructions : List all state and federal statutes, regulations and provisos that apply to the agency ("Laws") and a summary of the statutory requirement and/or authority granted in the particular Law listed. If the agency grouped Laws together last year, they can continue to do so this year. However, please be aware that when the agency goes under study, the House Legislative Oversight Committee will ask it to list each Law individually. The Committee makes this request so the agency can then analyze each of the Laws to determine which current Laws may need to be modified or eliminated, as well as any new Laws possibly needed, to allow the agency to be more effective and efficient or to ensure the Law matches current practices and systems. Included below is an example, with a partial list of Laws which apply to the Department of Juvenile Justice. Please delete the example information before submitting this chart in final form. NOTE: Responses are not limited to the number of rows below that have borders around them, please list all that are applicable.

Item #	Statute, Regulation, or Proviso Number	State or Federal	Summary of Statutory Requirement and/or Authority Granted	Is the law a Statute, Proviso or Regulation?
1	46-3-10	State	Establishes duties of Department-The Department of Agriculture shall execute the laws of this State pertaining to agriculture except such laws as specifically designated for execution by others.	Statute
2	46-3-20	State	Establishes SCDA's authority to issue food manufacturers, processors, and packers permits.	Statute
3	46-3-25	State	Establishes a program within SCDA to foster relationships between S.C. farms, school districts, and other institutions and to provide them with fresh and minimally processed foods for consumption by students.	Statute
4	46-3-30	State	Establishes qualifications of the Commissioner of Agriculture.	Statute
5	46-3-40	State	Establishes election process for the Commissioner of Agriculture.	Statute
6	46-3-50	State	Establishes the bond of the Commissioner of Agriculture.	Statute
7	46-3-60	State	Allows for the appointment of a clerk by the Commissioner.	Statute

Legal Standards

8	46-3-80	State	Establishes duties of the Commissioner-promotion of agriculture; establish a land registry	Statute
9	46-3-90	State	Establishes the Commissioner's authority to regulate the sale of marl or ground limestone.	Statute
10	46-3-100	State	Establishes the Commissioner's authority to regulate the sale of inoculating material.	Statute
11	46-3-110	State	Establishes the disposition of moneys derived from sale of innoculating material.	Statute
12	46-3-120	State	Establishes that other Departments and agencies shall furnish information to the Commissioner as necessary.	Statute
13	46-3-130	State	Establishes the authority of SCDA to enter into contracts or agreements with any State agency.	Statute
14	46-3-140	State	Establishes the requirement of an annual report of SCDA's work.	Statute
15	46-3-145	State	Establishes the definition of "beneficiary class" and SCDA's involvement with loan programs.	Statute
16	46-3-160	State	Establishes the Commissioner's authority to enter into agreements with the U.S. government for the conduct of aquatic plant control projects.	Statute
17	46-3-170	State	Establishes that the Commissioner may sue or be sued.	Statute
18	46-3-175	State	Establishes the authority of SCDA to issue agribusiness licenses.	Statute
19	46-3-180	State	Establishes the authority of the Commissioner to revoke registrations or licenses.	Statute
20	46-3-190	State	Establishes that a hearing must occur before a license is revoked.	Statute
21	46-3-200	State	Establishes the procedural powers of the Commissioner at license revocation hearing.	Statute
22	46-3-210	State	Establishes the bond to stay revocation.	Statute
23	46-3-220	State	Establishes the appeals process for revocation of registrations or licenses.	Statute
24	46-3-230	State	Establishes release of certain items from restraining orders.	Statute
25	46-3-240	State	Establishes the authority of the Commissioner and inspectors to enforce regulations relating to food and drugs.	Statute
26	46-3-260	State	Establishes the South Carolina Renewable Energy Infrastructure Development Fund and gives SCDA authority to prescribe procedures, as necessary, to execute related provisions.	Statute
27	46-3-270	State	Establishes the authority of SCDA to waive the remittance of indirect cost recoveries for the Specialty Crop Grant.	Statute

Legal Standards

28	46-15-10	State	Establishes the general duties of SCDA.	Statute
29	46-15-20	State	Establishes the general powers of SCDA.	Statute
30	46-15-21	State	Establishes the abolition of the State Agricultural Marketing Commission.	Statute
31	46-15-30	State	Establishes that any rules and regulations must be filed with the Secretary of State.	Statute
32	46-15-40	State	Establishes that inspection, grading, and buyers' services shall be made available to private markets at reasonable charges.	Statute
33	46-15-50	State	Establishes that SCDA must keep markets' records.	Statute
34	46-15-60	State	Establishes that funds from the operation of the wholesale farmers' markets must be deposited monthly with the State Treasurer.	Statute
35	46-15-70	State	Establishes the Agricultural Marketing Advisory Council with the Commissioner as chairman.	Statute
36	46-15-80	State	Establishes meetings and compensation of the Agricultural Marketing Advisory Council.	Statute
37	46-15-90	State	Establishes duties of the Agricultural Marketing Advisory Council.	Statute
38	46-17-340	State	Establishes that SCDA shall provide administrative support to S.C. Commodity Boards and Associations.	Statute
39	46-19-40	State	Establishes that SCDA shall approve, assist, and supervise local marketing authorities.	Statute
40	46-19-210	State	Establishes the authority of the Commissioner to establish and supervise the Roadside Market Incentive Program.	Statute
41	46-19-220	State	Establishes the authority of the Commissioner to prescribe standards for participating in the Roadside Market Incentive Program.	Statute
42	46-19-230	State	Establishes the application process for the Roadside Market Incentive Program.	Statute
43	46-19-240	State	Establishes the Commissioner's authority to make signs for the Roadside Market Incentive Program.	Statute
44	46-19-250	State	Establishes periodic inspections of approved roadside markets.	Statute
45	46-19-260	State	Establishes notice and hearing on disapproved market application.	Statute
46	46-19-270	State	Establishes penalty for displaying an unauthorized market sign.	Statute
47	46-19-280	State	Establishes transfer of market signs.	Statute
48	46-19-290	State	Establishes the authority of the Commissioner to expend funds for the promotion and expansion of agricultural products.	Statute
49	46-19-300	State	Establishes the authority of the Commissioner to adopt rules to implement the Roadside Market Incentive Program.	Statute

Legal Standards

50	46-19-310	State	Establishes the authority of the Commissioner to apply for an injunction.	Statute
51	46-21-25	State	Establishes the authority of SCDA to enforce state seed law.	Statute
52	46-21-35	State	Establishes the SCDA seed laboratory.	Statute
53	46-27-410	State	Establishes the authority of SCDA to inspect and take feed samples.	Statute
54	46-40-10	State	Establishes the SC Grain Dealers Guaranty Fund.	Statute
55	46-41-40	State	Establishes the authority of SCDA to issue agricultural dealers and handlers licenses.	Statute
56	46-42-10	State	Establishes the authority of SCDA to sample, grade, and inspect grain and oilseeds.	Statute
57	46-51-10	State	Establishes the Aquaculture Permit Assistance Office within SCDA.	Statute
58	39-9-68	State	Charges SCDA Consumer Services Division with performing weights and measures functions.	Statute
59	39-9-70	State	Charges the Commissioner of Agriculture with maintaining and enforcing weights and measures inspections and standards.	Statute
60	44.1	State	Establishes the authority of SCDA to charge a yearly subscription for the Market Bulletin.	Proviso
61	44.2	State	Establishes fruit/vegetable inspectors subsistence.	Proviso
62	44.3	State	Establishes SCDA use of the Warehouse Receipts Guaranty Fund.	Proviso
63	44.4	State	Establishes a weights and measures registration fee.	Proviso
64	44.5	State	Establishes the authority of SCDA to retain revenues associated with the sale of its property.	Proviso
65	44.6	State	Establishes an account for revenue associated with the State Farmers Market.	Proviso
66	44.7	State	Establishes the authority of SCDA to charge for export certification.	Proviso
67	44.8	State	Establishes the authority of SCDA to charge for registration of feed labels.	Proviso
68	5-190	State	State Farmers Markets; rules and regulations	Regulation
69	5-200 through 5-207	State	Commercial feeding stuffs	Regulation
70	5-210 through 5-235	State	Egg grading and packaging	Regulation
71	5-300 through 5-322	State	Food labeling	Regulation
72	5-360 through 5-373	State	Salvage operations dealing in foods and cosmetics	Regulation
73	5-420 through 5-426	State	Livestock sales licenses	Regulation
74	5-440 through 5-449	State	Petroleum products	Regulation
75	5-450 through 5-459	State	The Roadside Market Incentive Program	Regulation
76	5-460 through 5-483	State	Seeds	Regulation

Legal Standards

77	5-490 through 5-497	State	Warehouse system	Regulation
78	5-500 through 5-572	State	Weights and measures	Regulation
79	5-581	State	Dealers and handlers of agriculural products	Regulation
80	5-610 through 5-613	State	Milk Producer Tax Credit	Regulation

Reporting Requirements

Agency Responding	SC Department of Agriculture
Date of Submission	1/12/2015
Fiscal Year for which information below pertains	2015-16

Instructions :
List all reports, if any, the agency is required to submit to a state, federal or outside entity on a regular basis. Insert the name of each report in a separate column and answer the questions below it. Add as many columns as needed.
PLEASE NOTE: All information the agency provides in the rows below the row labeled, “Date the Report was last submitted,” should apply to when the agency most recently submitted the report (i.e. date report was last submitted).

Agency Responding	SC Department of Agriculture	SC Department of Agriculture	SC Department of Agriculture	SC Department of Agriculture	SC Department of Agriculture	SC Department of Agriculture	SC Department of Agriculture
Report #	1	2	3	4	5	6	7
Report Name:	Restructuring Report	Accountability Report	Fees and Fines Report	Report on Sale of Real Property	Energy Usage Annual Progress Report	FY13-14 General Appropriations Property Report	2015 Capital Permanent Improvement Plan
Why Report is Required							
Legislative entity requesting the agency complete the report:	House Legislative Oversight Committee	Executive Budget Office	House Ways and Means Committee and Senate Finance Committee	House Ways and Means Committee	Office of Regulatory Staff, Energy Office	Division of General Services	Executive Budget Office
Law which requires the report:	SC Code 1-30-10(G)(1)	Proviso 117.29	Proviso 117.75	Proviso 93.25	48-52-610 through 48-52-910	Proviso 118.2 of the FY 2013-2014 General Appropriations Act	SC Code 2-47-55
Agency's understanding of the intent of the report:	Increased Efficiency	Provide the Governor and General Assembly with information that supports their analysis of the budget and; ensure that the Agency Head Salary Commission has a basis for its decisions	Promote accountability and transparency	Information	Allow the Energy Office to verify compliance with the State Government Energy Conservation Act; assist in statewide energy planning efforts	to obtain a complete and accurate portfolio of all state-owned property.	The CPIP is designed to include all permanent improvement projects projected and proposed for the years covered by the plan regardless of the sources of funds expected to finance them.
Year agency was first required to complete the report:	2015	2012	unknown	2009	unkown	unknown	2002
Reporting frequency (i.e. annually, quarterly, monthly):	Annually	Annually	Annually	Annually	Annually	One time	Annually
Information on Most Recently Submitted Report							
Date Report was last submitted:	4/30/2015	9/14/2015	9/1/2014	12/4/2013	9/1/2015	6/3/2014	3/13/2015
Timing of the Report							
Month Report Template is Received by Agency:	November	June	July	July		February	January
Month Agency is Required to Submit the Report:	January	September	September	September	September	March	March
Where Report is Available & Positive Results							
To whom the agency provides the completed report:	House Legislative Oversight Committee	Executive Budget Office	SC House Ways and Means Committee and Senate Finance Committee	SC House Ways and Means Committee	Office of Regulatory Staff, Energy Office	Division of General Services	Captial Budgeting Unit, Executive Budget Office
Website on which the report is available:	scstatehouse.gov	admin.sc.gov/budget	www.agriculture.sc.gov				http://www.admin.sc.gov/budget/capital-budgeting-unit/CPIP
If it is not online, how can someone obtain a copy of it:	n/a	n/a		contact House Ways and Means	contact the Energy Office	contact the Dept of Administration	
Positive results agency has seen from completing the report:	n/a	Increased clarity and organization of agency goals, strategies, and objectives					

Information in all these rows should be for when the agency completed the report most recently

Associated Programs

This is the next chart because once the agency has determined its goals, strategies and objectives, the agency needs to determine which of its programs will help achieve those objectives and goals and which programs may need to be curtailed or eliminated. If one program is helping accomplish an objective that a lot of other programs are also helping accomplish, the agency should consider whether the resources needed for that program could be better utilized (i.e. so the agency can most effectively and efficiently accomplish all of its goals and objectives) if they were distributed among the other programs that are helping accomplish the same objective or among programs that are helping accomplish other objectives.

Agency Responding	South Carolina Department of Agriculture
Date of Submission	January 12, 2016
Fiscal Year for which information below pertains	2015-16

Instructions :
1) Under the "Name of Agency Program" column, enter the name of every program at the agency on a separate row.
2) Under the "Description of Program" column, enter a 1-3 sentence description of the agency program.
3) Under the "Legal Statute Requiring Program" column, enter the legal statute which requires (this is different than allows) the program, if the program is required by a state or federal statute or proviso. Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute. If the program is not required by a state or federal statute or proviso, enter "none."
3) Under the "Objective the Program Helps Accomplish" column, enter the strategic plan objective number and description. The agency can copy the Objective number and description from the first column of the Strategy, Objective and Responsibility Chart. Enter ONLY ONE objective per row. If an agency program helps accomplish multiple objectives, insert additional rows with that agency program information and enter each different objective it helps accomplish on a separate row.

Name of Agency Program	Description of Program	Legal Statute or Proviso Requiring the Program	Objective the Program Helps Accomplish (The agency can copy the Objective number and description from the first column of the Strategy, Objective and Responsibility Chart) List ONLY ONE strategic objective per row.
State Farmers Markets	The State of South Carolina owns and manages three regional state farmers markets in Columbia, Florence, and Greenville which provide consumers with a wide variety of locally grown produce and specialty products.	State 46-15-20	Goal 3
Grading/Inspections	Under a cooperative agreement with USDA, fruit, vegetable, poultry and egg, and commodity grading and inspection services are provided. Includes Good Agricultural Practices (GAP) training.	State 46-42-10	Goals 2 and 3
Market News Services	A USDA market service that analyzes and distributes price, volume, and other market information to all segments of the produce, grain, and livestock industries, and to consumers.	State 46-15-10	Goals 3 and 4
Marketing	Maintains and develops broad-based marketing programs that increase consumer awareness and product demand for quality SC agricultural products at local, national, and international levels.	State 46-15-10	Goal 3
Consumer Services	Protects consumers by ensuring that the net content statements on packages and weighing or measuring devices are correct; and that agricultural products are measured accurately for commerce.	State 39-9-68; 39-9-70; Proviso 44.4	Goal 2
Laboratory Services	Protects consumers from unsafe, ineffective, or fraudulent goods which may be offered for public sale; assures that goods meet acceptable standards of quality; and issues registrations, licenses, and permits to certain businesses. (Food Laboratory, Feed Laboratory, Seed Laboratory, Chemical Residue Laboratory, and Petroleum Products Laboratory)	State 46-21-25; 46-21-35; 46-27-410	Goal 2
Metrology	Provides NIST traceable calibrations for mass and volume standards, calibrates equipment for our state inspectors and private scale and pump service companies for the enforcement of weights and measures regulations.	State 39-9-68; 39-9-70	Goal 2

Associated Programs

Food & Feed Safety and Compliance	Ensures that foods and feeds are manufactured under safe and sanitary conditions through routine surveillance inspections.	State 46-3-240	Goal 2
Administrative Services	Provides executive leadership, support, policy development and review, finacial services, information technology, facilities management and other administrative services.	State 46-3-10	Goals 1 and 4
Market Bulletin	Publication issued twice a month; available printed and electronically	Proviso 44.1	Goal 4
Agribusiness Development	Works to continually promote agribusiness in SC through research and recruitment of prospective agribusinesses that may have an interest in locating or growing their agribusiness in SC, via the production of SC grown products or value-added services/processing.	State 46-15-10	Goal 5
Grants Coordination	Cooperate with the federal government to implement the Specialty Crop Block Grant (SCBG), Farm to School Grant (F2S), Manufactured Food and Regulatory Program Standards (MFRPS); pursue and secure other grants to benefit the agriculture industry and SCDA.	Section 101 of the Specialty Crops Competitiveness Act of 2004 (7 U.S.C 1621 note.) and ammended under section 10109 of the Food Conservation and Energy Act of 2008, Public Law 110-246 (the Farm Bill); currently implemented under 7 CFR Part 1291	Goals 3 and 5

Strategic Budgeting

This is the next chart because once the agency determines its goals, strategies and objectives, as well as the programs that will best allow the agency to accomplish its objectives, the agency needs to determine how to allocate its funds to most effectively and efficiently accomplish the objectives. After allocating the funds to the objectives, the agency may decide to go back and revise which associated programs it will continue, curtail or eliminate in order to most effectively and efficiently accomplish its goals and objectives.

Agency Responding	S. C. Department of Agriculture
Date of Submission	Insert Date Submitted
Fiscal Year for which information below pertains	2015-2016

IMPORTANT TIME SAVING NOTE: Please note that only one year of budgeted funds is requested. Once an agency is under study with the House Legislative Oversight Committee, the Committee may request information on how the agency budgeted and spent money for the previous five years. If an agency is chosen for study five years from now, the agency can quickly and easily combine the information from this chart for each of the last five years.

Part A Instructions : Estimated Funds Available this Fiscal Year (2015-16)
1) Please enter each source of funds for the agency in a separate column. Group the funding sources however is best for the agency (i.e. general appropriation programs, proviso 18.2, proviso 19.3, grant ABC, grant XYZ, Motor Vehicle User Fees, License Fines, etc.) to provide the information requested below each source (i.e. state, other or federal funding; recurring or one-time funding; etc.). The agency is not restricted by the number of columns below so please delete or add as many as needed. **However the agency chooses to group its funding sources, it should be clear through Part A and B, how much the agency estimates it has available to spend and where the agency has budgeted the funds it has available to spend.**

Part B Instructions : How Agency Budgeted Funds this Fiscal Year (2015-16)
1) Enter each agency objective and description (i.e. Objective 1.1.1 - insert description of objective). The agency can insert as many rows as necessary so that all objectives are included.
2) After entering all of the objectives, enter each "unrelated purpose" for which money received by the agency will go (i.e. Unrelated Purpose #1 - insert description of unrelated purpose) on a separate row. An "unrelated purpose" is money the agency is legislatively directed to spend on something that is not related to an agency objective (i.e. pass through, carry forward, etc.).
3) Enter how much money from each source of funds the agency budgets to spend on each objective and unrelated purpose. The "Total budgeted to spend on objectives and unrelated purposes" for each source of funds in Part B should equal the "Amount estimated to have available to spend this fiscal year" in Part A.

Explanations from the Agency regarding Part A: *Insert any additional explanations the agency would like to provide related to the information it provides below.*

PART A
Estimated Funds Available this Fiscal Year (2015-16)

Source of Funds:	Totals	*Administrative Services*	*Consumer Protection*	*Marketing Services*	*Market Bulletin*	*Agribusiness/Economic Development*	
Is the source state, other or federal funding:	Totals	*State & Other*	*State and Other*	*State, Other, Federal*	*Other*	*State*	
Is funding recurring or one-time?	Totals	*Recurring*	*Recurring and one-time*	*Recurring and one-time*	*Recurring*	*Recurring*	
$ From Last Year Available to Spend this Year							
Amount available at end of previous fiscal year		$77,693	$259,299	$5,058,334	$28,679	$0	
Amount available at end of previous fiscal year that agency can actually use this fiscal year:		$77,693	$259,299	$5,058,334	$28,679	$0	
If the amounts in the two rows above are not the same, explain why :	Enter explanation for each fund to the right						
$ Estimated to Receive this Year							
Amount budgeted/estimated to receive in this fiscal year:		$1,427,847	$3,920,224	$12,722,776	$136,700	$750,000	
Total Actually Available this Year							
Amount estimated to have available to spend this fiscal year (i.e. Amount available at end of previous fiscal year that agency can actually use in this fiscal year PLUS Amount budgeted/estimated to receive this fiscal year):		$1,505,540	$4,179,523	$17,781,110	$165,379	$750,000	

Strategic Budgeting

Explanations from the Agency regarding Part B: *Insert any additional explanations the agency would like to provide related to the information it provides below.*

PART B
How Agency Budgeted Funds this Fiscal Year (2015-16)

Source of Funds: (the rows to the left should populate automatically from what the agency entered in Part A)	Totals	Administrative Services	Consumer Protection	Marketing Services	Market Bulletin	Agribusiness/Economic Development	0
Is source state, other or federal funding: (the rows to the left should populate automatically from what the agency entered in Part A)	Totals	State & Other	State and Other	State, Other, Federal	Other	State	0
Restrictions on how agency is able to spend the funds from this source:	n/a	No	No	No	No	No	
Amount estimated to have available to spend this fiscal year: (the rows to the left should populate automatically from what the agency entered in Part A)	$0	$1,505,540	$4,179,523	$17,781,110	$165,379	$750,000	$0
Are expenditure of funds tracked through SCEIS? (if no, state the system through which they are recorded so the total amount of expenditures could be verified, if needed)	n/a	Yes	Yes	Yes	Yes	Yes	
Where Agency Budgeted to Spend Money this Year							
1: Improve agency operational readiness and workforce development:		$1,101,000	$150,000	$250,000			
2: Protect the consumers in the marketplace thorugh compliance inspections, laboratory testing and analysis, issuing certifications, sampling, licensing, auditing and providing community oversight of starge warehouses and facilities:			$4,029,523	$4,984,968			
3: Promote and market South Carolina agriculture, both domestically and abroad, to increase demand for agricultural products and to enhance growth and expansion of the state's total agricultural product output, economic impact and capital investment:				$6,367,114		$200,000	
4: Provide credible and timely information and increase public awareness of the overall impact of the agricultural industry:		$404,540		$150,000	$165,379		
5: Enhance growth and expansion of the state's total agricultural product output, economic impact and capital investment:				$5,410,302		$550,000	
Unrelated Purpose #1: Renewable Energy				$19,668			
Unrelated Purpose #2: Gateway Project				$500,000			
Unrelated Purpose #3: No More Homeless Pets				$99,058			
Total Budgeted to Spend on Objectives and Unrelated Purposes: (this should be the same as Amount estimated to have available to spend this fiscal year)		$1,505,540	$4,179,523	$17,781,110	$165,379	$750,000	