

Annual RFI
Recommendation Implementation Status

Agency Responding: Archives and History, Department of
Date of Submission: 10/24/2018

Agency Name	Internal Agency Recommendations	Date Full Committee Study Completed	Type	Did agency agree with recommendation?	Status of Implementation	If implemented, date 100% implemented	If not 100%, anticipated date of 100% implementation	Benefits obtained from implementing recommendation, if any	Financial savings realized this year from recommendation, if any (dollar figure)	Financial savings anticipated in the future from recommendation, if any (dollar figure)	Negatives from implementing recommendation, if any	Additional Comments from agency (optional)
Archives and History, Department of	Raise awareness about the Certified Local Government Program Create an informational pamphlet and work with the Municipal Association of South Carolina to raise awareness among municipalities about the Certified Local Government Program, which promotes community preservation planning and heritage education through a partnership with the State Historic Preservation Office and National Park Service.	8/16/2017	Internal Agency Operation	Yes	Complete	10/1/2018		Local governments statewide have gained a greater knowledge of the CLG program, which has led to increased program participation and has benefitted historic preservation in South Carolina.	No change in finances	No anticipated change in finances	No negatives	SCDAH also offered scholarships for CLG staff to attend an educational seminar offered by the National Preservation Institute and held at the Archives and History Center.
Archives and History, Department of	Provide for transfer to Archives of data from proprietary software Request that procurement of proprietary software include provisions allowing for the transfer of the records to the Department of Archives and History.	8/16/2017	Internal Agency Operation	Yes	Complete	9/1/2017		SCDAH has gained vital access to some of the state's most important digital government records, which will be of long-term and enduring value to future generations.	\$10,000	The costs for the purchase of proprietary license fees to transfer records vary by vendor and agency contracts.	No negatives	SCDAH continues to educate state agencies regarding the need to either use open-source software or to purchase licenses for SCDAH to convert proprietary digital records to a form that can be ingested in the South Carolina Electronic Records Archive (SCERA).
Archives and History, Department of	Review fees for services to commercial customers Review regularly fees or charges for services to commercial customers to ensure they sufficiently cover the agency's cost to research and prepare materials.	8/16/2017	Internal Agency Operation	Yes	Complete	6/30/2018		SCDAH has gained a clearer picture of average fees and charges region wide. As a result the agency can adjust fees and charges to ensure that it is covering the costs of research requests and records reproduction.	\$5,000	\$5,000 per year	No negatives	The agency will continue to conduct annual reviews of fees and charges.