

**Basic Information Checklist**

Agency Responding	State Treasurer's Office
Date of Submission	9/15/2017

(1) If information on each of the following topics below is not available on the agency's website, please enter "Not available on agency website, see agency's Program Evaluation Report." If the information is available on the agency's website, please provide the link to the page on the agency's website where each can be found.

History	See Agency's Staff Study and Agency Response dated March 17, 2016.
Governing Body	See Agency's Staff Study and Agency Response dated March 17, 2016.
Internal Audit Process	See Agency's Staff Study and Agency Response dated March 17, 2016.
Contact this Agency	<a href="http://treasurer.sc.gov/contact-us/">http://treasurer.sc.gov/contact-us/</a>

(2) Is the information the agency has on its website (or submitted in its Program Evaluation Report, if not on the agency's website) related to each of the following topics up to date as of the date this Annual RFI is submitted? (Y/N)

History	Yes
Governing Body	Yes
Internal Audit Process	Yes
Contact this Agency	Yes

(3) If the agency answered No to any of the items in question two, please either (1) enter "See emailed document," and submit a Word document with complete, up to date, information so the Oversight Committee can post it on the Oversight webpage; or (2) enter the date the information will be updated on the agency's website.

History	N/A
Governing Body	N/A
Internal Audit Process	N/A
Contact this Agency	N/A

**Comprehensive Strategic Plan Summary**

<b>Agency Responding</b>	<b>State Treasurer's Office</b>
<b>Date of Submission</b>	<b>9/15/2017</b>

**Mission:** To serve the citizens of South Carolina by providing the most transparent and accountable efficient banking, investment, and financial management services for South Carolina State Government. Our commitment is to safeguard our State's financial resources and to maximize return on our State's Investments.

**Legal Basis:**

- Article VI, Section 7 of the State of SC Constitution states that the Treasurer shall be elected by the qualified voters of the State and shall hold his respective office for a term of four years, coterminous with that of the Governor;
- As required by SC Code of Laws, Title 11, Chapters 3, 5 & 13; Title 14, Chapter 1, Accounting and Banking provides statewide services to all agencies and institutions by receipt and distribution of funds from all sources, reconciliation of account balances and bank account balances, financial reporting, management of court revenue and by providing input on budgetary and legislative matters related to statewide banking and accounting issues;
- As required by SC Code of Laws, Titles 11, Chapters 5 & 13, Investments provides statewide investment services to state agencies and institutions through investment of all state funds, management of cash liquidity, cash flow, and collateral, and through management of a local government investment pool for municipalities, counties, and local districts of the state;
- As required by SC Code of Laws, Titles 11, 57 and 59, Debt Management provides statewide debt management services for the State, its agencies and institutions by management of debt issues including debt structure and payments, communication with bond-rating agencies, and by ensuring compliance with legal requirements including Arbitrage Rebate and Constitutional Debt Limit;
- As required by SC Code of Laws, Title 27, Chapter 18, Unclaimed Property Program provides a statewide service to the citizens of South Carolina by returning various forms of property or money to the rightful owners; and
- As required by SC Code of Laws, Title 59, Chapters 2 & 4, South Carolina Tuition Prepayment Program (SCTPP) / South Carolina College Investment Program (Future Scholar) are college savings plans that allow families the option of saving now at great advantage for their children's college education.
- As required by SC Code of Laws, Title 11, Chapter 5, South Carolina ABLE Savings Program to be administered by the State Treasurer's Office empowers individuals with a disability and their families to save private funds in savings accounts for disability-related expenses.

**Vision:** To be the most transparent, accountable, and reliable steward of public money in the country.

**Legal Basis:** See legal basis provided for mission above.

2016-17		2017-18	
Total # of FTEs available / Total # filled	Total amount Appropriated and Authorized to Spend	Total # of FTEs available / Total # filled	Total amount Appropriated and Authorized to Spend
Available: 75 Filled: 64	\$ 8,958,896	Available: 77 Filled: 65	\$ 9,353,569
Amount of remaining \$ 5,084		Amount remaining -	

2017-18 Comprehensive Strategic Plan Part and Description (e.g., Goal 1 - Insert Goal 1; Strategy 1.1 - Insert Strategy 1.1; Objective 1.1.1 - Insert Objective 1.1.1)	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer)	2016-17		2017-18		Associated Performance Measures	Associated Organizational Unit(s)	Responsible Employee Name & Time staff member has been responsible for the goal or objective (e.g. John Doe (responsible less than 3 years) or Jane Doe (responsible more than 3 years))	Does this person have input into the budget for this goal, strategy or objective? (Y/N)	Partner(s), by segment, the agency works with to achieve the objective (Federal Government; State Government; Local Government; Higher Education Institute; K-12 Education Institute; Private Business; Non-Profit Entity; Individual; or Other)
		# of FTE equivalents utilized	Total amount spent	# of FTE equivalents planned to utilize	Total amount budgeted					
<b>Goal 1: Investment Management Division: Effectively manage all investment programs while preserving capital, maintaining liquidity, and obtaining optimal returns within the appropriate risk parameters.</b>	Maximize the efficient use of surplus tax dollars, or dollars yet to be spent, via interest paying (fixed income) investments, and invest tax revenues to earn additional funds.	8	\$ 3,310,322	10	\$1,907,450	General Deposit Accounts returns/performance ( net of fees)	Investment Management	West Summers (responsible less than 3 years)	Y	Private Business
Strategy 1.1: Review investment strategy and portfolio performance to identify opportunities for improvement by benchmarking the financial returns of the general funds investment portfolio and the Local Government Investment Pool (LGIP).										
Objective 1.1.1: Obtain the best return possible within the prescribed parameters on a portfolio basis, while maintaining liquidity and meeting or exceeding the applicable benchmarks, all while preserving capital.										
<b>Goal 2: Debt Management Division: Actively manage the debt for the State and its agencies, institutions, and authorities, optimizing the debt structure and ensuring timely repayment of debt when it is due.</b>	Manage the debt for the State and its agencies, institutions, and authorities, optimizing the debt structure and ensuring timely repayment of debt when it is due.	4	\$ 1,473,493	12	\$1,317,434	Cost of Debt Issuance, Debt Refinancing Savings, Total Annual Debt Service Requirement	Debt Division	Kevin Kibler (responsible less than 3 years)	Y	State Government, Private Business

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Strategy 2.1: Optimize the debt size/structure and market exposure of State debts in an effort to achieve the best pricing available.											
Objective 2.1.1: Provide guidance to the State and its agencies, institutions, and authorities for the management and structure of debt issuances and programs, and secure greater market exposure to minimize the borrowing cost for each debt issuance.											
Strategy 2.2: Ensure the timely repayment of State debts when due.											
Objective 2.2.1: Accurately forecast appropriated General Obligation debt service requirements to the SC Revenue and Fiscal Affairs Office, and structure and maintain debt issuances and programs to ensure the repayment of debt by stipulated due dates.											
<b>Goal 3: Treasury Management Division: Effectively manage Treasury management operations to include the management of statewide accounting functions.</b>	Through effective treasury management, accurately account for deposits and disbursements in accordance with applicable state laws.	11	\$ 762,664	11	\$1,428,561	Number of Transactions Requiring Research	Treasury Management Division	Martin Taylor (responsible less than 3 years)	Y	State Government, Private Business	
Strategy 3.1: Benchmark Treasury Management performance and identify opportunities for improvement.											
Objective 3.1.1: Enhance timeliness and accuracy of banking reconciliation accounting activities in the SCEIS environment using available technology.											
<b>Goal 4: Banking Division: Effectively manage and protect State Depository Bank accounts and relationships with state entities and bank partners.</b>	Manage relationships with qualified public depositories that provide a variety of banking services to the State of South Carolina's agencies and universities to support receipt and disbursement of funds.	4	\$ 629,141	9	\$1,110,691	Positive Pay and ACH Fraud Filter Services Added	Banking Division	Melissa Simmons (responsible less than 3 years)	Y	Private Business	
Strategy 4.1: Benchmark Banking performance and identify opportunities for improvement.											
Objective 4.1.1: Enhance Banking security measures based on available technology with our banking partners.											
<b>Goal 5: Unclaimed Property Program Division: Increase awareness of the Unclaimed Property program and maximize funds returned to rightful owners.</b>	Manage the Unclaimed Property Program to increase the awareness of the program and return funds to the rightful owners.	11	\$ 1,600,814	19	\$2,102,518	UPP Number of Accounts Paid, UPP Amount of Accounts Paid, Unclaimed Property Receipts	Unclaimed Property Division	Dayle DeLong (responsible less than 3 years)	Y	State Government, Private Business	
Strategy 5.1: Increase citizens' awareness of the Unclaimed Property Program.											
Objective 5.1.1: Work with media outlets and community organizations to encourage citizens to search for accounts in their names.											
Strategy 5.2: Build holder outreach efforts to increase compliance, reporting, and the remittance of unclaimed property.											
Objective 5.2.1: Provide holder reporting training, outreach, and technical assistance.											
<b>Goal 6: Future Scholar: Effectively manage the College Savings Programs division and promote the importance of saving for college to South Carolina residents.</b>	Manage the Future Scholar 529 Program to promote the importance of saving for college utilizing the Future Scholar 529 Plan to South Carolina residents.	1	\$ 786,777	5	\$664,028	Future Scholar 529 Plan assets, Future Scholar 529 accounts, Future Scholar 529 sales	Future Scholar Program	Jenny McGill (responsible more than 3 years)	Y	Private Business	
Strategy 6.1: Create strategic marketing initiatives to increase program awareness, new accounts opened, and existing account contributions.											

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Objective 6.1.1: Increase overall new accounts in the Future Scholar 529 Plan by 6% over the previous fiscal year while maintaining low cost investment options.										
Support Systems	Provide executive, legal, IT and administrative support to all STO divisions.	33	\$ 712,746	11	\$822,887	n/a	Executive, Administration, IT Divisions	Various (average responsible more than 3 years)	Y	State Government, Private Business
Spent/Transferred not toward Agency's Comprehensive Strategic Plan										
Unrelated Purpose #1 - insert description:										
Insert any additional unrelated purposes										
			\$ -							
			\$ -							
			\$ 9,275,957		\$ 9,353,569					