

AGENCY NAME:	Department of Archives and History		
AGENCY CODE:	H790	SECTION:	026

**2022
Accountability Report**

SUBMISSION FORM

I have reviewed and approved the data submitted by the agency in the following templates:

- Data Template
 - Reorganization and Compliance
 - FY2022 Strategic Plan Results
 - FY2023 Strategic Plan Development
 - Legal
 - Services
 - Partnerships
 - Report or Review
 - Budget
- Discussion Template
- Organizational Template

I have reviewed and approved the financial report summarizing the agency’s budget and actual expenditures, as entered by the agency into the South Carolina Enterprise Information System.

The information submitted is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR <i>(SIGN AND DATE):</i>	SIGNATURE ON FILE	Signature Received: 9/15/2022 17:04
<i>(TYPE/PRINT NAME):</i>	W. Eric Emerson, Ph.D.	

BOARD/CMSN CHAIR <i>(SIGN AND DATE):</i>	SIGNATURE ON FILE	Signature Received: 9/15/2022 17:04
<i>(TYPE/PRINT NAME):</i>	A.V. Huff, Jr., Ph.D.	

AGENCY NAME:	Dept. Of Archives and History		
AGENCY CODE:	H790	SECTION:	26

Discussion Template
SC Department of Archives and History
Agency Narrative, FY 2021-22

During FY 2021-22, the operations of the Department of Archives and History continued to be affected by the residual impact of COVID-19, but had returned in a number of areas to their pre-pandemic form. Many of the agency’s customers continued to rely upon enhanced digital access to SCDAH’s collections and the digitization of the agency’s review and compliance process. The agency continued to hold many of its meetings virtually instead of in person, but realized resurgent generated revenue for both facility rentals and gift shop sales. The agency’s two operational divisions, Archives and Records Management, and Historical Services (SHPO), noted a considerable number of achievements in their quest to meet performance goals associated with the agency’s mission to preserve and promote South Carolina’s documentary and cultural heritage.

Archives and Records Management Division-FY 2021/2022

Archives

- Hosted 1,980 Research Room visits and answered 6,360 queries from researchers (telephone 3,289; email 2,939 and letters 132);
- Accessioned 371 cubic feet and 89,544 MB of records, 183 rolls of microfilm, 187 volumes and processed 261 cubic feet of records;
- Scanned 1,216,000 historical documents, microfilmed 27,000 pages of state and local government records, duplicated 303 microfilm rolls and digitized 608 microfilm rolls;
- Researched over 405 state and local government officials and members of the public through building tours and speaking engagements;
- Captured and provided access to state agency websites through the continued use of the non-profit website Archive-it. In all, the agency crawled 110 state agency websites and retained 642 GB of data;
- Ingested 1.18 TB of state agency and county government records into the South Carolina Electronic Records Archive (984,777 files);
- Web page views: Main page 331,411; Archives page 290,686; and South Carolina Electronic Records Archive (SCERA) 112,049.

Records Management

- Transferred 1.3 million pages of historically significant records (paper, microfilm and electronic) from state and local government offices to the Archives for permanent retention;
- Transferred 10.5 million pages of state agency paper records to the State Records Center for security storage;
- Authorized the destruction of 116 million pages of non-permanent state and local government records.
- Prepared 338 retention/disposition schedules representing 11.7 million pages of state and local records.
- Fielded 2,848 contacts with state and local government officials regarding records management;
- Microfilmed 27,000 pages of state and local records;
- Approved 92% of retention schedules within two weeks of submission;

AGENCY NAME:	Dept. Of Archives and History		
AGENCY CODE:	H790	SECTION:	26

- Implemented records retention schedules for 50% of state agencies and 18% of local governments.

Cost Avoidance

- By working with state and local governments to set retention limits for records and by providing storage in the State Records Center for inactive, limited term records from state agencies, the division achieved cost avoidance to the state of \$1,217,155. Overall, the microfilming and Records Center storage services provided by the Records Management Division are about 50% lower than in the private sector.

Historical Services Division-FY 2021/2022

- Approximately \$142 million was invested in historic buildings assisted by federal and state [historic tax credit programs](#) administered by SCDAH. Proposals for new income-producing projects decreased from last year (from 38 to 27), as did proposals for homeowner projects (from 18 to 11 this year). The average review time in the tax credit programs is 15.4 days.
- Issued the [fifth annual report](#) on the federal and state historic income tax credit programs highlighting overall usage and completed projects. Tax credit projects were also highlighted in the division's [monthly e-newsletter](#) and on SCDAH social media (Facebook and Twitter).
- Implemented a process to request and collect fees for the State Historic Preservation Grant Fund created by H. 3485 (Act 172) signed by Governor Henry McMaster on September 29, 2020, resulting in nearly \$700,000 collected for the grant fund as of June 30, 2022. Developed draft grant guidelines and application for implementation in Fall 2022.
- Applied for and received a \$50,000 federal grant from the National Park Service's [Underrepresented Communities grant program](#) to nominate historic properties associated with African American history to the National Register of Historic Places.
- Continued to administer two National Park Service grants for supplemental federal Historic Preservation Funds, to provide sub-grants to assist property owners with repairs to historic properties damaged by Hurricane Irma in 2017 and Hurricane Florence in 2018. Five projects using the funding for Hurricane Irma have been completed, with the remaining six underway. For Hurricane Florence, nine projects have been awarded funding (two are completed and four are in progress).
- Approved 50 historical marker texts this year with 56% recognizing African American history and historic places. Staff made several presentations on the marker program in Chesterfield, West Columbia, and Greenville, and attended several marker dedication ceremonies around the state. The historical marker guidebook published by USC Press in 2021 was given the Bobby Gilmer Moss Award by the SC Daughters of the American Revolution for making a "significant contribution to the body of knowledge related to the Revolutionary War and the creation of the United States."
- Held three meetings of the State Review Board for the [National Register of Historic Places](#), which approved 20 nominations to the National Register of Historic Places. Of these 20% had significance in African American history.

AGENCY NAME:	Dept. Of Archives and History		
AGENCY CODE:	H790	SECTION:	26

- The publication *African American Historic Places in South Carolina* was updated to include new listings in the National Register of Historic Places and state historical markers. It now includes over 600 entries and is available at [this link](#).
- Reviewed 96% of compliance requests (nearly 1,600) in 30 days or less. The average review time increased slightly from 11.7 days to 12.8 days. Signed 14 new or amended Memorandum of Agreements or Programmatic Agreements to mitigate adverse effects to historic properties.
- Provided virtual training on local government preservation programs to staff and board members of the state’s Certified Local Governments (CLGs) through the National Alliance of Preservation Commissions (NAPC). In August 2021, 34 staff and board members representing fifteen CLGs participated in the NAPC Summer Short Course. At the April 2022 statewide Preservation Conference six sessions were offered as opportunities for local preservation board members to receive Continuing Education credits.
- Staff presented via online platforms to a variety of audiences including community groups, professional and civic organizations, and at in-person events including the SC American Planning Association in March, the Landmarks Conference in April, and the SC DNR archaeology intern program in June.
- Partnered with the SC Archives and History Foundation to hold the statewide [Preservation Conference on April 22, 2022](#), with 186 registered attendees (note: registration was limited to allow for social distancing.)
- Partnered with Preservation South Carolina and the Office of the Governor on the [28th annual statewide preservation awards](#). Nominations were received, recipients selected, and awards presented at the State House by Governor Henry McMaster and First Lady Peggy McMaster on July 13, 2022.

AGENCY NAME:

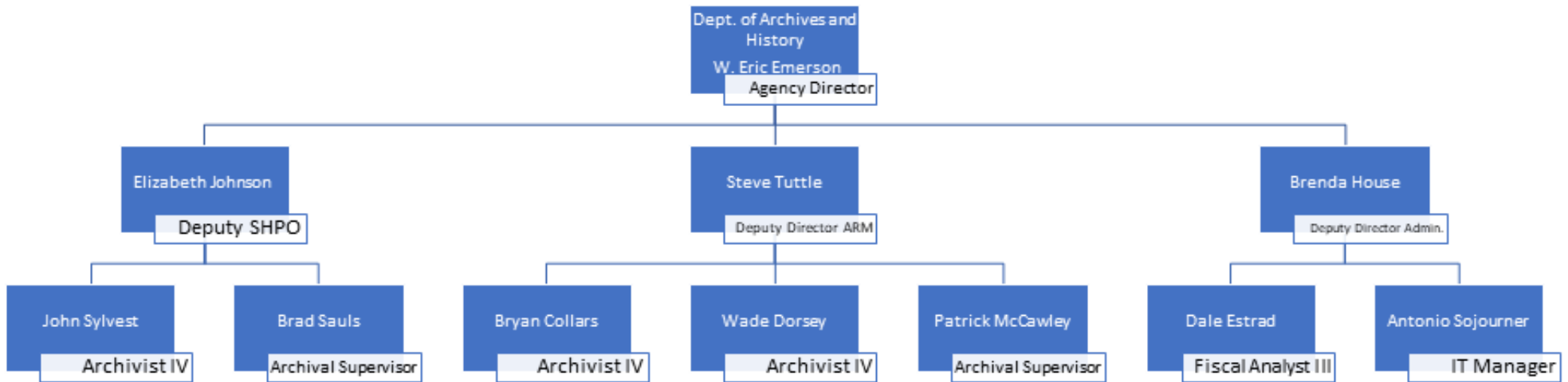
SC Department of Archives and History

AGENCY CODE:

H790

SECTION:

26



FY2022

Reorganization and Compliance

as submitted for the Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

Primary Contact

First Name	Last Name	Role/Title	Email Address	Phone
W. Eric	Emerson	Director and SHPO	eemerson@scdah.sc.gov	803-896-6185

Secondary Contact

First Name	Last Name	Role/Title	Email Address	Phone
Steve	Tuttle	Deputy Director ARM and State Archivist	stuttle@scdah.sc.gov	803-896-6204

Agency Mission

Adopted in:

2015

The mission of the South Carolina Department of Archives and History is to preserve and promote the documentary and cultural heritage of the state through the state archives, historic preservation, and education programs.

Agency Vision

Adopted in:

2019

To be the state's leader in the preservation and advocacy of South Carolina's documentary and cultural heritage, while striving to educate and tell the story of all South Carolinians.

Recommendations for reorganization requiring legislative change:

None

Agency intentions for other major reorganization to divisions, departments, or programs to allow the agency to operate more effectively and efficiently in the succeeding fiscal year:

None

Significant events related to the agency that occurred in FY2022

Description of Event	Start	End	Agency Measures Impacted	Other Impacts
Conversion of Micrographics Lab to Digital Lab and Office Space for Digital Archivists	December	July	Increase total images in Online Records Index (ORI) by 30,000 images	
Conversion of Micrographics Lab to Digital Lab and Office Space for Digital Archivists	December	July	Increase total records in Online Records Index (ORI) by 5,000 images	
Conversion of Micrographics Lab to Digital Lab and Office Space for Digital Archivists	December	July	Increase total data in SC Electronic Records Archive (SCERA) by 25 GB's	

Is the agency in compliance with S.C. Code Ann. § 2-1-220, which requires submission of certain reports to the Legislative Services Agency for publication online and the State Library? (See also S.C. Code Ann. § 60-2-20).

Yes

Reason agency is out of compliance: (if applicable)

Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 20-1-10 through 20-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-10-210).

Yes

Does the law allow the agency to promulgate regulations?

Yes

Law number(s) which gives the agency the authority to promulgate regulations:

SC Code 60-11-50 (2); 12-6-3535

Has the agency promulgated any regulations?

Yes

Is the agency in compliance with S.C. Code Ann. § 1-23-120 (J), which requires an agency to conduct a formal review of its regulations every five years?

Yes

(End of Reorganization and Compliance Section)

FY2022

Strategic Plan Results

as submitted for the Accountability Report by:

Goal 1 Promote and encourage preservation of South Carolina's historic resources

Goal 2 Enhance preservation of, and access to, public records

Goal 3 Facilitate the preservation of South Carolina's irreplaceable historic places

Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number	Responsible	Notes
1.1 Offer educational programs and products for customers and stakeholders															
State Objective: Education, Training, and Human Development															
1.1.1	Increase the number of Records Management Workshops for Government Agencies	18	20	29	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of workshops	ARM Data-Quarterly	Archives and Records Management Division	Training for managing state records in accordance with the Public Records Act	State and Local Government records managers	1509.000000.000		The agency's use of virtual meetings in 2022 enabled Records Management staff to increase the number of workshops offered to government agencies.
1.1.2	Increase genealogical workshops held at the Archives and History Center	3	5	4	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of workshops	ARM Data-Quarterly	Archives and Records Management Division	Training and assistance for conducting genealogical research at SCDAH	Genealogists and Public	1509.000000.000		
1.2 Maximize generated revenue to aid SCDAH in its mission															
State Objective: Education, Training, and Human Development															
1.2.1	Earn facility rental revenue equaling 30% of pre-Covid 19 totals	2,550.00	11,500.00	31,935.00	Dollar Amount	equal to or greater than	State Fiscal Year (July 1 - June 30).	Internal Records	Administrative Division Records	Administration	Event space for government and public events	SCDAH, Government agencies, businesses, non-profits, and the public	0100.000000.000		Rental revenue returned to pre-pandemic levels during 2022.
1.2.2	Generate gift shop revenue by equaling 30% of pre-Covid 19 totals	2,462.00	2,500.00	8,048.00	Dollar Amount	equal to or greater than	State Fiscal Year (July 1 - June 30).	Internal Records	Administrative Division Records	Administration	Products related to South Carolina history and culture for sale to the public	SCDAH staff, government employees, and visitors to the Archives and History Center	0100.000000.000		Gift shop sales returned to pre-pandemic levels during 2022.
2.1 Digitize historically significant South Carolina records															
State Objective: Government and Citizens															
2.1.1	Increase total images in Online Records Index (ORI) by 30,000 images	369162	400000	381167	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of records	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys and state and local agencies	1509.000000.000		
2.1.2	Increase total records in Online Records Index (ORI) by 5,000 images	314327	320000	319523	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of records	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		
2.2 Increase records accessibility through arrangement and description															
State Objective: Government and Citizens															
2.2.1	Increase total data in SC Electronic Records Archive (SCERA) by 25 GB's	3515	3785	173,802 (84 GB's)	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total data in Gigs.	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		The agency changed its calculation method from total number of records to total gigabytes of digital records.
2.2.2	Increase the number of records in the SC Historic Property Records (SCHPR) by 10,000	80847	91000	91203	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of property record cards digitized	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		In 2022 the agency ingested all of the data from the SC Historical Property Records (SCHPR) into the SC Electronic Records Archive (SCERA).
2.3 Ensure the efficient management of government records															
State Objective: Government and Citizens															
2.3.1	Increase Records Retention production by 25%	203	313	338	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of records retention schedules prepared	ARM Data-Quarterly	Archives and Records Management Division	Retention schedules for ensuring that state and local governments are in compliance with the Public Records Act.	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		
2.3.2	Increase the number of state agencies implementing records retention schedules by 10%	45%	60%	50%	Percent	equal to or greater than	State Fiscal Year (July 1 - June 30).	Number of agencies implementing records retention policy / total number of agencies	ARM Data-Quarterly	Archives and Records Management Division	Retention schedules for ensuring that state and local governments are in compliance with the Public Records Act.	State and Local Government records managers and the public	1509.000000.000		Staff retirements and hiring challenges diminished the total number of records schedules produced by this section in 2022.
2.4 Increase Research Room efficiencies															
State Objective: Government and Citizens															

Perf. Measure Number	Description	Base	Target	Actual	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
2.4.1	Reduce average Archives response times to research queries by 20% (in days).	1.75	1.5	2	Ratio	equal to or less than	State Fiscal Year (July 1 - June 30).	Average number of days from contact to response.	ARM Data-Quarterly	Archives and Records Management Division	Rapid access to information	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000	
3.1	Increase local awareness and participation in historic preservation								State Objective: Public Infrastructure and Economic Development					
3.1.1	Provide Historic Preservation presentations to organizations	7	7	12	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of presentations	SHPO Data-Annually	Historic Services Division (SHPO)	Information about historic preservation and certified local governments	Preservationists, preservation organizations, developers, certified local governments, review boards	2300.010000.000	The SHPO's continuing use of virtual meetings has made it easier for staff to provide historic preservation training in 2022.
3.1.2	Approve text for 50 State Historical Markers	72	60	50	Count	equal to or greater than	State Fiscal Year (July 1 - June 30).	Total number of marker texts approved	SHPO Data-Annually	Historic Services Division (SHPO)	Historical markers to mark the site of historical events	Historians, preservationists, local governments, churches, and members of the public.	2300.010000.000	
3.2	Expedite federal program efficiencies related to historic preservation								State Objective: Public Infrastructure and Economic Development					
3.2.1	Review all state and federal tax credit projects in 30 days or less	91%	100%	88%	Percent	equal to or greater than	State Fiscal Year (July 1 - June 30).	Number of projects approved in 30 days/total number of projects	SHPO Data-Annually	Historic Services Division (SHPO)	SHPO review of historic tax credit applications	Preservation consultants, developers, and homeowners.	2300.010000.000	Increasing numbers of tax credit applications and limited staffing resulted in an increase in review times in 2022.
3.2.2	Maintain tax credit project review time of less than 15 days	13.1	12	15	Ratio	equal to or less than	State Fiscal Year (July 1 - June 30).	Average number of days from initiation to review complete	SHPO Data-Annually	Historic Services Division (SHPO)	SHPO review of historic tax credit applications	Preservation consultants, developers, and homeowners.	2300.010000.000	
3.2.3	Reply to 90% of compliance requests in fewer than 30 days	96%	98%	96%	Percent	equal to or greater than	State Fiscal Year (July 1 - June 30).	Number of compliance requests responded to in 30 days/total number of requests	SHPO Data-Annually	Historic Services Division (SHPO)	SHPO compliance review	State and Federal agencies, preservation consultants, developers, members of the public	2300.010000.000	
3.2.4	Forward 100% of National Register nominations to Park Service within 45 days of State Review Board approval	100%	100%	100%	Percent	Maintain	State Fiscal Year (July 1 - June 30).	Number of nominations forwarded within 45 days/total number of nominations	SHPO Data-Annually	Historic Services Division (SHPO)	National Register listing of a historic property	State and Federal agencies, preservation consultants, developers, members of the public	2300.010000.000	

FY2023

Strategic Plan Development

as submitted for the Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

Goal 1 Promote and encourage preservation of South Carolina's historic resources

Goal 2 Enhance preservation of, and access to, public records

Goal 3 Facilitate the preservation of South Carolina's irreplaceable historic places

Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes	
1.1 Offer educational programs and products for customers and stakeholders													State Objective: Education, Training, and Human Development	
1.1.1	Increase the number of Records Management Workshops for Government Agencies	29	30	Count	Equal to or greater than	State Fiscal Year	Total number of workshops	ARM Data-Quarterly	Archives and Records Management Division	Training for managing state records in accordance with the Public Records Act	State and Local Government records managers	1509.000000.000		
1.1.2	Increase genealogical workshops held at the Archives and History Center	4	5	Count	Equal to or greater than	State Fiscal Year	Total number of workshops	ARM Data-Quarterly	Archives and Records Management Division	Training and assistance for conducting genealogical research at SCDAH	Genealogists and Public	1509.000000.000		
1.2 Maximize generated revenue to aid SCDAH in its mission													State Objective: Education, Training, and Human Development	
1.2.1	Increase facility rental revenue by 10%	31,935.00	35,000.00	Dollar Amount	Equal to or greater than	State Fiscal Year	Internal Records	Administrative Division Records	Administrative Division Records	Event space for government and public events	SCDAH, Government agencies, businesses, non-profits, and the public	0100.000000.000		
1.2.2	Increase gift shop revenue by 10%	8,048.00	9,000.00	Dollar Amount	Equal to or greater than	State Fiscal Year	Internal Records	Administrative Division Records	Administrative Division Records	Products related to South Carolina history and culture for sale to the public	SCDAH staff, government employees, and visitors to the Archives and History Center	0100.000000.000		
2.1 Digitize historically significant South Carolina records													State Objective: Government and Citizens	
2.1.1	Increase total images in Online Records Index (ORI) by 20,000 images	381167	400000	Count	Equal to or greater than	State Fiscal Year	Total number of records	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys and state and local agencies	1509.000000.000		
2.1.2	Increase total records in Online Records Index (ORI) by 5,000 images	319523	325000	Count	Equal to or greater than	State Fiscal Year	Total number of records	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		
2.2 Increase records accessibility through arrangement and description													State Objective: Government and Citizens	
2.2.1	Increase total data in SC Electronic Records Archive (SCERA) by 25 GB's	84 GB's	110 GB's	Count	Equal to or greater than	State Fiscal Year	Total data in Gigabytes	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		
2.2.2	Increase audio digital files in SC Electronic Records Archives (SCERA) by 250 tapes	10	260	Count	Equal to or greater than	State Fiscal Year	Total number of audio files	ARM Data-Quarterly	Archives and Records Management Division	Access to digitized historical records for genealogical and historic research	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		
2.3 Ensure the efficient management of government records													State Objective: Government and Citizens	
2.3.1	Increase Records Retention production by 25%	338	423	Count	Equal to or greater than	State Fiscal Year	Total number of records retention schedules prepared	ARM Data-Quarterly	Archives and Records Management Division	Retention schedules for ensuring that state and local governments are in compliance with the Public Records Act.	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000		

Perf. Measure Number	Description	Base	Target	Value Type	Desired Outcome	Time Applicable	Calculation Method	Data Source	Data Location	Stakeholder Need Satisfied	Primary Stakeholder	State Funded Program Number Responsible	Notes
2.3.2	Increase the number of state agencies implementing records retention schedules by 10%	50%	60%	Percent	Equal to or greater than	State Fiscal Year	Number of agencies implementing records retention policies/total number of agencies	ARM Data-Quarterly	Archives and Records Management Division	Retention schedules for ensuring that state and local governments are in compliance with the Public Records Act.	State and Local Government records managers and the public	1509.000000.000	
2.4 Increase Research Room efficiencies		State Objective: Government and Citizens											
2.4.1	Reduce average Archives response times to research queries by 20% (in days).	2	1.5	Count	Equal to or less than	State Fiscal Year	Average number of days from contact response	ARM Data-Quarterly	Archives and Records Management Division	Rapid access to information	Genealogists, members of the public, historians, attorneys, and state and local agencies	1509.000000.000	
3.1 Increase local awareness and participation in historic preservation		State Objective: Public Infrastructure and Economic Development											
3.1.1	Provide Historic Preservation presentations to organizations	12	15	Count	Equal to or greater than	State Fiscal Year	Total number of presentations	SHPO Data-Annually	Historic Services Division (SHPO)	Information about historic preservation and certified local governments	Preservationists, preservation organizations, developers, certified local governments, review boards	2300.010000.000	
3.1.2	Approve text for 50 State Historical Markers	50	50	Count	Complete	State Fiscal Year	Total number of marker texts approved	SHPO Data-Annually	Historic Services Division (SHPO)	Historical markers to mark the site of historical events	Historians, preservationists, local governments, churches, and members of the public.	2300.010000.000	
3.2 Expedite federal program efficiencies related to historic preservation		State Objective: Public Infrastructure and Economic Development											
3.2.1	Review all state and federal tax credit projects in 30 days or less	88%	100%	Percent	Equal to or greater than	State Fiscal Year	Number of projects approved in 30 days/total number of projects	SHPO Data-Annually	Historic Services Division (SHPO)	SHPO review of historic tax credit applications	Preservation consultants, developers, and homeowners.	2300.010000.000	
3.2.2	Maintain tax credit project review time of less than 15 days	15	14	Count	Equal to or less than	State Fiscal Year	Average number of days from initiation to review complete	SHPO Data-Annually	Historic Services Division (SHPO)	SHPO review of historic tax credit applications	Preservation consultants, developers, and homeowners.	2300.010000.000	
3.2.3	Reply to 90% of compliance requests in fewer than 30 days	96%	98%	Percent	Equal to or greater than	State Fiscal Year	Number of compliance requests responded to in 30 days/total number of requests	SHPO Data-Annually	Historic Services Division (SHPO)	SHPO compliance review	State and Federal agencies, preservation consultants, developers, members of the public	2300.010000.000	

FY2022

Budget Data

as submitted for the Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

State Funded Program No.	State Funded Program Title	Description of State Funded Program	(Actual) General	(Actual) Other	(Actual) Federal	(Actual) Total	(Projected) General2	(Projected) Other	(Projected) Federal4	(Projected) Total
0100.000000.000	Administration & Planning	Provides funding for the Director's Office, Budget and Finance, Personnel, Building Services, and Information Technology and support services for the agency.	\$ 1,289,874.00	\$ 10,296.00	\$ -	\$ 1,300,170.00	\$ 1,082,224.00	\$ 63,010.00	\$ -	\$ 1,145,234.00
1509.000000.000	Archives & Records Management	Preserves and provides access to SC's permanently valuable colonial, state, and local government records, 1671-2000. Micrographics provides microfilm services to the department, other public entities, and businesses	\$ 1,044,560.00	\$ 17,965.00	\$ 5,394.00	\$ 1,067,919.00	\$ 932,409.00	\$ 473,100.00	\$ -	\$ 1,306,257.00
2300.010000.000	Historical Services	Program provides historic preservation leadership, technical and financial assistance to individuals, organizations, local governments and state and federal agencies.	\$ 9,301.00	\$ 264,314.00	\$ 1,274,117.00	\$ 1,547,732.00	\$ 62,400.00	\$ 402,320.00	\$ 841,537.00	\$ 1,306,257.00
2300.050000X000	State Historic Grant Fund	Provides funding for state historic preservation projects.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 221,747.00	\$ 193,253.00	\$ 415,000.00
2300.060000X000	Historic Buildings Preservation	Legislative earmark intended to provide support for legislatively chosen state historic preservation projects.	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00
2300.100000X000	African American Heritage History Commission	Funding for the operations of the South Carolina African American Heritage Commission.	\$ 15,382.00	\$ -	\$ -	\$ 15,382.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
30NW.010000.000	Revolutionary War Sestercentennial Commission	Tasked with commemorating the 250th Anniversary of the American Revolution in South Carolina.	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
9500.050000.000	State Employer Contributions	Provides state employee benefits for SCDAH staff.	\$ 549,405.00	\$ 97,103.00	\$ 200,309.00	\$ 846,817.00	\$ 733,902.00	\$ 133,981.00	\$ 211,048.71	\$ 1,078,931.71
9809.310000X000	GLEAMNS - Benjamin Mays Historical Preservation Site	Legislative earmark intended to provide support for GLEAMS and the Benjamin Mays Historical Preservation Site.	\$ 4,133.00	\$ -	\$ -	\$ 4,133.00	\$ 11,214.46	\$ -	\$ -	\$ 11,214.46
9810.360000X000	Historic Buildings Preservation	Legislative earmark intended to provide support for legislatively chosen state historic preservation projects.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9810.370000X000	Replacement Microfilm Scanner	Provides funding for a MEKEL microfilm scanner and digitizing machine.	\$ 3,289.00	\$ -	\$ -	\$ -	\$ 3,289.00	\$ -	\$ -	\$ -
9810.380000X000	African American Heritage Commission - Greenbook	Provides funding for the SCAAHC's Greenbook of SC project.	\$ 30,325.00	\$ -	\$ -	\$ 30,325.00	\$ 69,675.00	\$ -	\$ -	\$ 69,675.00
9811.390000X000	Community Development Grants	Legislative earmark established to provide support for legislatively chosen projects.	\$ -	\$ -	\$ -	\$ -	\$ 555,000.00	\$ -	\$ -	\$ 555,000.00
9810.110000X000	Lincoln Preservation	Legislative earmark established to provide support for legislatively chosen projects.	\$ 450,000.00	\$ -	\$ -	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -
9813.120000X000	City of Abbeville-Barksdale McGown House Climate Control	Legislative earmark established to provide support for legislatively chosen projects.	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -
9814.090000X000	Dorchester Heritage Center	Legislative earmark established to provide support for legislatively chosen projects.	\$ 438,126.00	\$ -	\$ -	\$ 438,126.00	\$ 41,874.00	\$ -	\$ -	\$ 41,874.00
9816.100000X000	Drayton Hall Preservation Trust	Legislative earmark established to provide support for legislatively chosen projects.	\$ 171,932.00	\$ -	\$ -	\$ 171,932.00	\$ 78,068.00	\$ -	\$ -	\$ 78,068.00

State Funded Program No.	State Funded Program Title	Description of State Funded Program	(Actual) General	(Actual) Other	(Actual) Federal	(Actual) Total	(Projected) General2	(Projected) Other	(Projected) Federal4	(Projected) Total
9816.150000X000	Flagship of Luca Vasquez De Ayllon Shipwreck Survey	Legislative earmark established to provide support for legislatively chosen projects.	\$ 31,478.00	\$ -	\$ -	\$ 31,478.00	\$ 218,522.00	\$ -	\$ -	\$ 218,522.00
9817.140000X000	Town of Iva-Repair Historic Building	Legislative earmark established to provide support for legislatively chosen projects.	\$ 19,650.00	\$ -	\$ -	\$ 19,650.00	\$ 30,350.00	\$ -	\$ -	\$ 30,350.00
9825.060000X000	Digital Lab and Office Space Conversion	Provides funding for conversion of SCDAH micrographics lab to a digitization lab and office space	\$ 323,475.00	\$ -	\$ -	\$ 323,475.00	\$ 176,525.00	\$ -	\$ -	\$ 176,525.00
3004.010000.000	Revolutionary War Sestercentennial Commission	Recurring funds for commission tasked with commemoration of the American Revolution 250th anniversary in South Carolina	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
9819.080000X000	Hagood Mill	Legislative earmark established to provide support for legislatively chosen projects.	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
9820.130000X000	Revolutionary War Sites	Legislative earmark established to provide support for legislatively chosen projects.	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
9820.050000X000	Revolutionary War Sestercentennial Commission	Non-recurring funds for commission tasked with commemoration of the American Revolution 250th anniversary in South Carolina	\$ 317,820.00	\$ -	\$ -	\$ 317,820.00	\$ 1,142,180.00	\$ -	\$ -	\$ 1,142,180.00
9819.070000X000	Pickens County Historical Updates	Legislative earmark established to provide support for legislatively chosen projects.	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
9816.160000X000	Georgetown County Historical Society-Plantersville Cultural	Legislative earmark established to provide support for legislatively chosen projects.	\$ -	\$ -	\$ -	\$ -	\$ 53,500.00	\$ -	\$ -	\$ 53,500.00
9816.170000X000	Marion County Library-Carnegie Library Renovation	Legislative earmark established to provide support for legislatively chosen projects.	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
8900.100000X000	Statewide Carry Forward Appropriations		\$ -	\$ -	\$ -	\$ -	\$ 247,471.48	\$ -	\$ -	\$ 247,471.48

FY2022

Legal Data

as submitted for the Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

Law number	Jurisdiction	Type	Description	Purpose the law serves:	Notes:	Changes made during FY2022
30-1-100	State	Statute	Outlines additional powers and duties of SCDAH relating to the public records of South Carolina.	Report our agency must/may provide		No Change
30-1-110	State	Statute	Gives SCDAH director authority to approve the destruction or disposition of the accessioned records of any agency that are determined to not be of archival value.	Report our agency must/may provide		No Change
30-1-120	State	Statute	Establishes the authority for SCDAH to inventory, repair, or microfilm records.	Requires a service	The inventory, repair, or microfilming of records.	No Change
30-1-40	State	Statute	Establishes a process whereby agencies convey public records to SCDAH.	Report our agency must/may provide		No Change
30-1-50	State	Statute	Establishes penalties for agencies refusing to convey records to SCDAH.	Requires a service	The establishment of penalties for agencies refusing to convey records to SCDAH.	No Change
30-1-80	State	Statute	Requires SCDAH to establish and administer a public records program.	Requires a service	The establishment and administration of a public records program.	No Change
30-1-90	State	Statute	Requires SCDAH to assist in the creation, filing, and preserving of records, inventories, and schedules.	Requires a service	Assistance in the creation, filing, and preserving of records, inventories, and schedules.	No Change
54 U.S.C. § 302301	Federal	Statute	Establishes the State Historic Preservation Office and defines its authority.	Report our agency must/may provide		No Change
54 U.S.C. § 302501	Federal	Statute	Establishes the Certified Local Government program to be administered by the State Historic Preservation Office.	Report our agency must/may provide		No Change
54 U.S.C. § 302901 and 303101	Federal	Statute	Establishes guidelines for the Historic Preservation Fund and grant program.	Distribute funding to another entity	Distribute funds to HPF grant recipients.	No Change
60-11-100	State	Statute	Establishes authority of SCDAH to accept county and municipal funds to microfilm public records.	Report our agency must/may provide		No Change
60-11-120	State	Statute	Establishes authority of SCDAH to dispose of duplicative archival materials.	Report our agency must/may provide		Redesignated
60-11-30	State	Statute	Requires the preservation and administration of public records transferred to the Historical Commission and any transferred in the future; collection of public records in other states or counties dealing with South Carolina history; preservation and administration of private records formerly in the custody of the Historical Commission and those that may be added in the future; editing and publication of documents, treatises relating to the history of South Carolina; stimulation of research, study and other activities in the field of South Carolina history, genealogy, or archeology; approval of inscriptions for historical markers or monuments erected on State highways or other State property; improvement of standards for the making, care, and administration of public records; and performance of such acts and requirements as may be enjoined by law.	Requires a service	The preservation and administration of public records transferred to the Historical Commission and any transferred in the future; collection of public records in other states or counties dealing with South Carolina history; preservation and administration of private records formerly in the custody of the Historical Commission and those that may be added in the future; editing and publication of documents, treatises relating to the history of South Carolina; stimulation of research, study and other activities in the field of South Carolina history, genealogy, or archeology; approval of inscriptions for historical markers or monuments erected on State highways or other State property; improvement of standards for the making, care, and administration of public records; and performance of such acts and requirements as may be enjoined by law.	No Change

Law number	Jurisdiction	Type	Description	Purpose the law serves:	Notes:	Changes made during FY2022
60-11-40	State	Statute	Establishes the Commission of Archives and History as the governing body of the agency and gives the Commission the power to elect its chairman and vice-chairman; make rules and regulations for the governance of the department; elect a director; appoint staff members; adopt a seal for departmental use; control expenditures; accept gifts; make annual reports to the General Assembly; and adopt policies.	Report our agency must/may provide		No Change
60-11-50	State	Statute	Establishes powers and duties of the Archives and History Commission.	Report our agency must/may provide		No Change
60-11-60	State	Statute	Establishes authority of the Director to manage and administer the department.	Report our agency must/may provide		No Change
60-11-70	State	Statute	Establishes SCDAH's authority to accept private records.	Report our agency must/may provide		No Change
60-11-80	State	Statute	Establishes SCDAH's authority to publish information regarding public records.	Report our agency must/may provide		No Change
60-11-90	State	Statute	Establishes name, occupancy, and operation of State Archives Building.	Distribute funding to another entity		No Change
Act 172; 12-6-3535	State	Statute	Allows the agency to establish fees, to provide that a taxpayer claiming the credit must pay a fee to the agency for the State Historic Grant Fund, and to provide that the agency will develop an application process for the fund.	Requires a service	Codified as Act No. 172 in FY 20/21.	No Change
Act 172; 12-6-5060 (A)	State	Statute	Relating to voluntary contributions made by an individual by means of the income tax return check off, so as to add the Department of Archives and History.	Not related to agency deliverable	Codified as Act No. 172 in FY 20/21.	Suspended
Act No. 171; 60-11-102	State	Statute	Allows the agency to sale duplicative record and non-record materials that are not eligible for public auction in a manner that is most beneficial to the agency.	Report our agency must/may provide	Codified as Act No. 171 in FY 20/21.	No Change
Act No. 171; 60-11-103	State	Statute	Grants the agency the authority to use revenue generated from facility rentals, gift shop operations, training sessions, sale of publications, reproductions of documents, research fees, handling charges, and the sale of National Register plaques for facility operations and maintenance.	Report our agency must/may provide	Codified as Act No. 171 in FY 20/21.	No Change
H. 3351	State	Statute	Codified the agency's last two provisos, which allow the agency to generate revenue for its operations and allows the agency to dispose of certain record and nonrecord materials from its collections by gift or by sale.	Funding agency deliverable(s)		Redesignated
H. 3485	State	Statute	Establishes a fee to process state historic tax credit applications with the proceeds going to a State Grant Fund that will fund competitive grants for historic preservation projects statewide.	Distribute funding to another entity		Redesignated

FY2022

Services Data

as submitted for the 2022 Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

Description of Service	Description of Direct Customer	Customer Name	Others Impacted by Service	Division or major organizational unit providing the service.	Description of division or major organizational unit providing the service.	Primary negative impact if service not provided.	Changes made to services during FY2022	Summary of changes to services
Agency Administration	Visitors who conduct research, purchase items from the gift shop, use meeting space, attend conferences, or follow the agency on social media.	Public	Staff	Administration	Provide administrative support, i.e. Finance and budgeting, human resources, payroll, benefits, information technology, security, procurement, etc. to agency personnel.	The agency would have none of the necessary administrative capabilities to maintain staff and serve the public.	No Change	
Facility Rental Coordination	Visitors to the Archives and History Center or employees who use agency meeting space or attend conferences at agency facilities.	Public	State and local government agencies, businesses and non-profits	Administration	Facilitate the successful rental of agency facilities.	The agency would lose needed revenue to help it function properly.	No Change	
Gift Shop	Visitors to the Archives and History Center or employees who purchase items from the agency gift shop.	Public	State and local government agencies, businesses and non-profits	Administration	Conduct the successful and profitable operation of the agency gift shop.	The agency would lose needed generated revenue that helps it to function properly.	No Change	
Media Relations and Agency Advancement	People who seek information about the agency's activities and hours of operation.	Public	Media, SCDAH	Administration	Provide information regarding the agency's holdings, operations, or events.	The public would be denied valuable information about the agency's operations and functions.	No Change	
Research Room	People who visit or use the agency to conduct research.	Public	State and local government agencies, businesses and non-profits	Archives and Records Management	Provide researchers with agency resources and assistance as needed.	The public would be denied in-person access to public records, which limits government transparency and diminishes our ability to discover the past.	No Change	
Imaging Services	People who seek digital images, microfilm, or photocopies of historic records held by the agency.	Public	State and local government agencies, businesses and non-profits	Archives and Records Management	Provide digital images, microfilm, or photocopies to the public as requested.	The public would be denied access to copies of public records, which limits government transparency and diminishes our ability to discover the past.	No Change	
Accessioning Records	People who use the agency to conduct research.	Public	State and local government agencies, businesses and non-profits	Archives and Records Management	Coordinate with state and local government agencies to transfer public records of historic value.	The public would be denied access to public records, which limits government transparency and diminishes our ability to uncover the past.	No Change	
Processing Records	People who use the agency to conduct research.	Public	State and local government agencies, businesses and non-profits	Archives and Records Management	Prepare public records for use by researchers.	The public would be denied access to the public records, which limits government transparency and diminishes our ability to discover the past.	No Change	
Microfilm Security Vault Operations	People who visit or use the agency to conduct research.	Public	State and local government agencies, businesses and non-profits	Archives and Records Management	Maintain security copies of microfilm for state and local government agencies.	State and local government agencies and the public would be denied a secure method to store and make available their records, which limits government transparency.	No Change	
Local Government Records Management	People who visit or use the agency to conduct research regarding the operations of local government.	Public	Local government agencies	Archives and Records Management	Provide assistance to local government agencies for the effective management of their records.	Local government records managers would be denied training and technical assistance to help them comply with the Public Records Act.	No Change	
State Government Records Management	People who visit or use the agency to conduct research regarding the operations of state government.	Public	State government agencies	Archives and Records Management	Provide assistance to state government agencies for the effective management of their records.	State government records managers would be denied training and technical assistance to help them comply with the Public Records Act.	No Change	
State Records Center	State and Local government agencies that need to have their temporary records housed and made available.	State and Local Government agencies	Public	Archives and Records Management	Provide assistance to state and local government agencies for the effective housing and management of their temporary records.	State and local government agencies would be forced to contract with commercial storage facilities at the cost of nearly \$1 million annually.	No Change	

Description of Service	Description of Direct Customer	Customer Name	Others Impacted by Service	Division or major organizational unit providing the service.	Description of division or major organizational unit providing the service.	Primary negative impact if service not provided.	Changes made to services during FY2022	Summary of changes to services
Statewide Survey of Historic Properties	Organizations and individuals interested in identifying and locating historic properties	Local historical and preservation organizations	Public, developers, Federal and state agencies	Historical Services (State Historic Preservation Office)	Assist organizations and the public in the identification of historic properties in South Carolina.	Historic preservationists, the public, and developers would be denied vital information about the location and status of historic properties around the state.	No Change	
National Register of Historic Places Program	Individuals and organizations interested in adding their property to the National Register of Historic Places	Historic preservationists	Developers, Public, Federal and State agencies	Historical Services (State Historic Preservation Office)	Assist organizations and the public in the identification and recognition of South Carolina properties that are listed, or eligible for listing, on the National Register of Historic Places	Individuals, organizations, and developers would have no means of adding their properties to the National Register of Historic Places.	No Change	
State Historical Marker Programs	Individuals and organizations interested in marking a historic site or property	Public	Historic preservationists, developers, local, state and federal agencies	Historical Services (State Historic Preservation Office)	Assist organizations and the public in the identification and recognition of South Carolina properties that are eligible for a State Historical Marker.	Individuals, organizations, and developers would have no means of marking their historic site or property with a physical marker that is researched and approved by the State Historic Preservation Office.	No Change	
Historic Preservation Fund Grants	Individuals and organizations interested in preserving a historic property	Public	Historic preservationists and developers	Historical Services (State Historic Preservation Office)	Operate the Historic Preservation Grant program for the benefit of historic preservation throughout the state.	Individuals and organizations would be denied access to federal historic preservation funds for buildings or sites.	No Change	
Historic Rehabilitation Tax Credit Programs	Developers and homeowners seeking tax credits related to the rehabilitation of a historic property	Public	Developers	Historical Services (State Historic Preservation Office)	Operate the State and Federal Historic Rehabilitation Tax Credit Programs for the benefit of home and business owners in South Carolina.	Developers and homeowners would be denied access to state and federal historical rehabilitation tax credits.	No Change	
Review and Compliance Program	Federal and state agencies and developers who are undertaking a projects concerning a historic property	Developers	Federal agencies, Public	Historical Services (State Historic Preservation Office)	Conduct federal review and compliance in keeping with agency obligations as outlined in the Historic Preservation Act of 1966.	Developers and federal agencies would be denied review of projects that affect historic properties in keeping with Section 106 of the National Historic Preservation Act.	No Change	
Certified Local Governments	Local government officials and preservation review board members belonging to a Certified Local Government	Local governments	Public, Historic preservationists	Historical Services (State Historic Preservation Office)	Operate the Certified Local Government program in keeping with National Park Service regulations.	Local governments, historic preservationists and the public would be denied access to the benefits of the Certified Local Government program in South Carolina.	No Change	
Outreach and Technical Assistance	Individuals and organizations interested in learning about historic preservation	Public	Historic Preservationists, Developers	Historical Services (State Historic Preservation Office)	Provide historic preservation outreach and technical assistance for government agencies, local organizations, and individuals in South Carolina.	The public, historic preservationists and developers would be denied valuable information and training regarding historic preservation in South Carolina.	No Change	
Internal and External Document Exhibits	People who visit exhibits both at the Archives and History Center and at the State House.	Public	State Government officials and members of the General Assembly.	Archives and Records Management	Provides access to historic records for informational and educational benefit.	Visitors to the Archives and History Center and the State House would be denied access to historical records and historical context.	No Change	
Conservation Services	People who wish to have historic documents and images conserved.	Public	State and local governments, historical organizations.	Archives and Records Management	Provides conservation services for historic documents and images.	The public and various organizations would be denied access to the services of a qualified document conservator.	No Change	

FY2022

Partnerships Data

as submitted for the 2022 Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

Type of Partner Entity	Name of Partner Entity	Description of Partnership	Change to the partnership during the past fiscal year
Local Government	Certified Local Governments	Worked with SHPO and National Parks Service to promote community preservation planning and heritage education.	No Change
Professional Association	Council of State Archivists (CoSA)	CoSA provides training and technical assistance to each state and territorial archive. The agency director serves as Secretary/Treasurer of CoSA and gave presentations at its annual meeting.	No Change
Federal Government	National Historic Records and Publications Commission (NHPRC)	The agency director is a commission member of NHPRC, and NHPRC awarded a grant to the State Historic Records Advisory Board (SHRAB).	No Change
Federal Government	National Parks Service, U.S. Department of Interior	Worked with SHPO to place South Carolina properties on the National Register of Historic Places and provided grant funds to support local historic preservation activities.	No Change
Professional Association	Palmetto Archives, Libraries and Museums Council on Preservation (PALMCOP)	SCDAH staff serve as officers of PALMCOP.	No Change
Non-Governmental Organization	Preservation South Carolina	Worked with SHPO to sponsor the annual statewide preservation awards.	No Change
State Government	SC American Revolution Sestercentennial Commission	Archives and History Commission Chair has a seat on the commission, and the agency helps to coordinate the Commission's events and serves as the fiscal agent for the Commission.	No Change
State Government	SCDNR-Heritage Trust	Agency has an ex-officio seat on the Heritage Trust Board and the Archives and History Commission approves acquisition of historic properties and sites.	No Change
State Government	South Carolina African American Heritage Commission	Worked with SHPO to enhance the Green Book of South Carolina for African American historic sites and co-sponsored the premiere of a documentary film at the Archives.	No Change
Professional Association	South Carolina Archival Association (SCAA)	SCDAH staff serve as officers of SCAA and gave presentations at the SCAA Annual Meeting.	No Change
Non-Governmental Organization	South Carolina Archives and History Foundation	Worked with SCDAH to sponsor the American Revolution Symposium, the Spring and Fall Speakers' Series, the premiere of a documentary film at the Archives, and the Archives most recent exhibit.	No Change
Higher Education Institute	South Carolina Institute of Archaeology and Anthropology	Worked with SHPO to maintain SC ArchSite database.	No Change
Professional Association	South Carolina Public Records Association (SCPRA)	SCDAH staff gave presentations about records management services available to state and local government agencies at SCPRA's annual meeting and the agency director gave the keynote presentation at the meeting.	No Change
State Government	State Historic Records Advisory Board (SHRAB)	The agency director is the state coordinator for SHRAB, and SHRAB held a series of focus groups to determine the state of digital records at archives throughout the state.	No Change
Higher Education Institute	University of South Carolina Press	Worked with SCDAH to publish the State Historical Marker Guide.	No Change

FY2022

Reports Data

as submitted for the Accountability Report by:

H790 - DEPARTMENT OF ARCHIVES & HISTORY

Report Name	Law Number (if applicable)	Summary of information requested in the report	Date of most recent submission DURING the past fiscal year	Reporting Frequency	Type of entity/entities	Method to access the report	Direct access hyperlink or agency contact (if not provided to LSA for posting online)	Changes to this report during the past fiscal year	Explanation why a report wasn't submitted
Agency Accountability Report	§1-1-810	The report "must contain the agency's or department's mission, objectives to accomplish the mission, and performance measures that show the degree to which objectives are being met." Agencies must "identify key program area descriptions and expenditures and link these to key financial and performance results measures."	September-21	Annually	South Carolina state agency or agencies	Provided to LSA for posting online	https://www.scstatehouse.gov/reports/aar2021/h790.pdf	No Change	
Agency Debt Collection Report	§12-56-60; §12-56-62; §12-56-110	Report contains information regarding any outstanding debt owed to the agency as of 12/31 and methods used to collect that debt.	July-21	Annually	South Carolina state agency or agencies	Electronic copy available upon request	Dale Estrada, destrada@scdah.sc.gov	No Change	
Audit and Certification Report to MMO	§1-1-1040; §11-35-40; §11-35-510; §11-35-1210	Reports the use of sole-source providers and includes information regarding vendors and amounts spent.	July-21	Quarterly	South Carolina state agency or agencies	Electronic copy available upon request	Dale Estrada, destrada@scdah.sc.gov	No Change	
Closing Package Reports	§11-7-60	Reports issued in keeping with Reporting Policies and Procedures Manual and in keeping with the Master Reporting Package Checklists.	June-22	Annually	South Carolina state agency or agencies	Electronic copy available upon request	Dale Estrada, destrada@scdah.sc.gov	No Change	
Equal Opportunity Employment Report	§1-13-10 et seq.; 1-360-22; 1972 (57) 2651; 1979 Act No.	Report contains information regarding the agency's efforts to meet its Equal Opportunity Employment goals.	October-21	Annually	South Carolina state agency or agencies	Electronic copy available upon request	Brenda House, bhouse@scdah.sc.gov	No Change	
Financial Audit	SC Code Ann. §11-7-20; §11-7-20, §11-7-30; §11-35-1230	Audit of agency financial information and transactions from the previous year.	June-22	Annually	South Carolina state agency or agencies	Available on another website	https://osa.sc.gov/reports/	No Change	
Government Performance and Results Act Annual Products Report	§1-1-820; §30-1-10 through 30-1-180	Historic Preservation activities carried out under state programs.	July-21	Annually	Entity within federal government	Available on another website	https://www.nps.gov/orgs/1623/index.htm	No Change	
Historic Preservation Performance Report	§12-6-3535 (1976); 2020 Act No. 172 (H.3485), Sections 1.A, 1.B, eff September 29, 2020.	Activities carried out by the State Historic Preservation Office (SHPO) to review SCDOT projects for impacts to historic properties.		Annually	South Carolina state agency or agencies	Electronic copy available upon request	Elizabeth Johnson, ejohnson@scdah.sc.gov	Remove	This is a SCDOT-supported position that has not been filled, so there is nothing to report.
Leave Transfer Pool Program Report	§8-11-46; §8-11-700/720/730/740	Provides an account of leave that has been moved to the Leave Transfer Pool.	June-22	Annually	South Carolina state agency or agencies	Electronic copy available upon request	Brenda House, bhouse@scdah.sc.gov	No Change	
Multiple Worksite Report	§41-29-20	Report lists the various places of business that exist for each agency.	June-22	Quarterly	South Carolina state agency or agencies	Electronic copy available upon request	Brenda House, bhouse@scdah.sc.gov	No Change	
Small and Minority Business Contracting Report	§11-35-5270	Documents the agency's use of Minority Business Enterprises.	August-21	Quarterly	South Carolina state agency or agencies	Electronic copy available upon request	Brenda House, bhouse@scdah.sc.gov	No Change	
State Accident Report	§42-2; §42-5-10; §42-7-75; §42-19-10; §42-19-50	Report of workman's compensation and other insurance claims covered by the State Accident Fund.	March-22	Annually	South Carolina state agency or agencies	Electronic copy available upon request	Brenda House, bhouse@scdah.sc.gov	No Change	