

AGENCY NAME:	State Election Commission		
AGENCY CODE:	E28	SECTION:	101

Fiscal Year 2016-2017 Accountability Report

SUBMISSION FORM

AGENCY MISSION	<p>The mission of the State Election Commission is to ensure every eligible citizen in South Carolina has the opportunity to register to vote, participate in fair and impartial elections, and have the assurance that their vote will count.</p>
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AGENCY VISION	<p>The State Election Commission will conduct secure, fair and impartial elections through the management of resources along with the use of innovative strategies and technologies to reflect the will of the electorate in South Carolina.</p>
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.


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

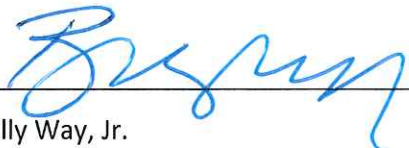
Please identify your agency's preferred contacts for this year's accountability report.

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
PRIMARY CONTACT:	Chris Whitmire	(803) 734-9070	cwhitmire@elections.sc.gov
SECONDARY CONTACT:	Howard Snider	(803) 734-9004	hsnider@elections.sc.gov

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I have reviewed and approved the enclosed FY 2016-2017 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE): (TYPE OR PRINT NAME):	
	Marci Andino

BOARD/CMSN. CHAIR (SIGN AND DATE): (TYPE OR PRINT NAME):	
	Billy Way, Jr.

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AGENCY'S DISCUSSION AND ANALYSIS

The mission of the State Election Commission (SEC) is to ensure every eligible citizen in South Carolina has the opportunity to register to vote, participate in fair and impartial elections, and have the assurance that their vote will count.

Conducting elections is a technologically and legally complex profession, subject to exceptional scrutiny by voters, candidates, media, the legal community, activists, and voter advocacy groups. This requires everyone involved in the elections process, whether at the municipal, county, or state level, to possess a wide variety of core competencies including technological, logistical and management skills, as well as a high level of election experience and expertise.

While state and local election officials share in the responsibility of conducting elections, the SEC, as the chief election agency in the state, is responsible for overseeing the overall voter registration and election process. Specifically, the agency is tasked with:

- Maintaining the statewide voter registration system
- Supporting the statewide voting system
- Supervise 46 county boards of voter registration and elections
- Performing audits and post-election analyses of county boards of registration and elections
- Assisting with county operations if a county election office fails to comply with state and federal law or SEC policies and procedures; or if a county is unable to certify election results in a timely manner
- Conducting a training and certification program for local election officials
- Conducting candidate filing and providing a candidate tracking system

Everything we do as an agency – our programs and projects – emanates from these responsibilities. The primary goal is to provide the highest level and quality of service possible within these mandates.

MAJOR ACHIEVEMENTS

2016 General Election

The SEC and county boards of voter registration and elections successfully conducted the General Election on November 8, 2016. It became apparent in 2016 that the U.S. election infrastructure was being targeted by bad actors as evidenced by successful and unsuccessful attempts to penetrate election-related systems outside South Carolina. The SEC worked diligently to ensure all reasonable measures were taken to protect the state against these threats. The agency formed a working team of federal, state and private partners to assess and improve the state's election security posture. The SEC bolstered security training for SEC staff, county election officials and poll managers. The agency has found no indication that any of the state's election infrastructure was compromised.

The SEC created election databases for 39 counties and provided comprehensive election support to all 46 counties. Approximately 2,124,000 South Carolinians voted in the election – the largest number of voters in any election in state history. Approximately 17,000 poll workers and election officials across the state worked diligently to ensure the General Election was a success.

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Election Security

The security of South Carolina's election infrastructure is a top priority for the SEC. The agency continues working to ensure it has taken all reasonable measures to secure the state's election infrastructure in preparation for the 2018 General Election and beyond. The SEC continues to improve its security posture by adding security layers and addressing changes in the environment and the emergence of new technologies and threats. The agency continues working with our election security team of state, federal and private partners. This team includes the S.C. Department of Administration, State Law Enforcement Division, S.C. National Guard, U.S. Department of Homeland Security, and a private, South Carolina-based security firm. The SEC continues to look for ways to broaden its security efforts by seeking resources from all potential sources.

Election Results Audits

The SEC conducts statewide, pre- and post-certification election results audits on all state-level elections. The SEC also offers auditing services for county boards and municipal election commissions conducting local elections. These audits help ensure that each county's election results are complete and certified accurately, verify that each ballot was counted prior to certification, provide enhanced election transparency, and help identify opportunities to run elections more efficiently.

County Compliance Audits

In FY2016-17, the agency completed staffing of its compliance audit program with area representatives. This program consists of five (5) area representatives with each assigned a region in the State comprised of 8 to 10 counties. At year's end, 49 county compliance audits of specific program areas and one county process review was completed by the area representatives. Four (4) counties received more than one engagement. This team also participated in the conduct of training classes for election officials in S.C., completed numerous voter registration system input assessments, and performed voting system database quality assurance checks.

Polling Place Line Management

The SEC worked during FY2016-17 to continue its efforts to reduce voter wait times by deploying resources and raising awareness of polling place line management techniques. The Agency procured and deployed 950 laptop computers to the 46 counties as an effort to increase the number of polling places using electronic voter registration lists, which are faster and more efficient than paper lists. The SEC also procured and deployed 2,000 handheld barcode scanners. These scanners work in conjunction with electronic voter registration lists and allow managers to more quickly process voters by scanning driver's licenses, DMV ID cards and voter registration cards as opposed to manually typing voter names in the system. The Agency continued its efforts to raise awareness and train county officials on queue management techniques to further reduce lines at polling places.

Local Election Support

In an effort to ensure success of the statewide voting system, the SEC provided voting system support to county boards of voter registration and elections for approximately 200 elections; including county, special, and municipal elections. The Agency provided county offices with training, media relations, and voting system support. Counties save more than \$1.5 million annually by taking advantage of voting system services provided by SEC staff, rather than contracting services with the system vendor.

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Voter Education and Outreach

The SEC continued to reach out and educate voters on all aspects of voter registration and elections through the Agency's *SC Votes* voter education initiative. The statewide initiative helps ensure voters are informed about the requirements, processes, procedures, and deadlines associated with voter registration and voting in South Carolina. FY2016-17 efforts were focused on educating voters on Photo ID requirements. The initiative included: educational brochures, posters, videos, outreach at public events, a voter education website (scVOTES.org), social media messaging, and a statewide media campaign.

KEY OPPORTUNITIES & CHALLENGES

Security

The U.S. Department of Homeland Security, in January 2017, designated election infrastructure as a subsector of the United States existing Government Facilities critical infrastructure sector. This paradigm shift in the elections community has been a direct result of reported hacking attempts to voter registration systems in the U.S. plus a focus on voting system security.

The SEC is faced with both cyber and physical security challenges through budget, high level qualified information technology resources, and the changing landscape of the U.S. election infrastructure. The SEC has been proactive through partnerships with federal, state, private, and local entities. However, the need for increased security information that can be acted upon in short measure along with the mandate to train election officials statewide on security-related threats is a challenge that the agency continues to address. Budget requests, the conduct of security awareness trainings, meetings, and impromptu security reviews will be steps taken by the agency in FY2017-18 as reasonable measures to protect the election infrastructure in S.C.

Replacing/Refreshing the Statewide Voting System

The current statewide voting system was implemented in 2004/2005 at a cost of \$34.6M. The system has a life expectancy of 12–15 years. The voting system has performed well in thousands of elections held across the state. In order to ensure the South Carolina has a voting system that functions properly in future elections, the SEC is taking a two-tiered approach: 1) extend the life of the current voting system by refreshing/refurbishing the system until such time new voting system standards are issued and vendors produce voting systems to meet these standards; and 2) prepare for eventual replacement of the current voting system by incrementally securing funding over multiple fiscal years.

Refreshing the voting system would address common points of failure and performance issues identified through a review of maintenance records. If funding for the refresh/refurbish is not provided, South Carolina runs the risk of voting system failure or performance issues that could impact an election and erode public confidence in our election system.

The SEC expects new federal voting system standards to be released in mid-2018 and vendors will produce new systems to meet the standards in 2019 or 2020. The agency anticipates purchasing a new system in approximately 3-4 years. New voting systems would include a paper record of each vote and enhanced security features. There are no matching or federal funds available for the purchase of a new voting system, and none are anticipated. If funding is not provided, the current voting system could experience a higher failure rate and public trust in the election process will decline. Widespread failure

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of the voting system could result in an election being overturned and a new election ordered. This would be very costly for the State.

Agency Funding

Critical issues continue to impact the SEC budget. A breakdown of previous budget requests and the status of funding is listed below:

Supervise and Audit Counties

Act 196 of 2014 required the SEC to supervise the conduct of county boards of registration and elections and conduct county compliance audits to ensure compliance with state and federal laws and agency policies and procedures. Full funding was provided in FY2017-18.

Voter Registration System and Election Infrastructure Security

The SEC requested \$370,000 in FY2017-18 for voter registration system and election infrastructure security, but funding was not provided. The SEC strives to remain vigilant in the protection of the state's election infrastructure. In this quickly evolving environment, no one knows the specific threats we may face in the coming years, but the challenges are certain. Adequate funding and continued partnerships with state, federal and private organizations will be essential to protect South Carolina's election infrastructure.

Poll Worker Pay Increase

In the FY2017-18 budget request, the SEC received \$300,000 to provide for a poll manager increase. Poll managers will receive an additional \$15 for the day of work with the pay for training and the paperwork day remaining at \$60 per day.

Increase County Boards of Voter Registration and Elections Board Member Stipend

The SEC requested \$150,000 in recurring funding in the FY2017-18 budget request for an increase of \$500 per member in county board of voter registration and election members stipends. Board member stipends are currently \$1,500 per year and have not been increased since FY2000. Funding was not provided in the FY2017-18 budget request for this initiative.

New Statewide Voting System Replacement Fund

The current statewide voting system was implemented in 2004/2005 with a life expectancy of 12 – 15 years. Over the past six fiscal years, the Agency has made budget requests to build a fund over several years to replace the state's aging voting system. The SEC requested \$5M in seed funding in the 2017-18 request, but funding was not provided. To date, \$1M has been placed into an account for the new system with the Department of Administration until such time as a new voting system is available for purchase by the SEC.

Refresh of Current Statewide Voting System

The SEC also requested \$7.5M in non-recurring funds in the FY2017-18 budget request when it was determined by the vendor of the voting system that the system could be refreshed to extend the life of the system for approximately five years. Funding was not provided for the refresh in the FY2017-18 budget.

Special Elections

An unusually large number of special elections presented a financial challenge to the SEC in FY2017. There were nine state-level special elections that occurred (in whole or in part) during the fiscal year, including the special election for U.S. House of Representatives District 5, which stretches across 11 counties. State-level special elections occur due to vacancies in U.S. House of Representatives, State

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Senate and State House of Representatives. Over the past 12 years, there has been an average of only three state-level special elections per year. There have been only three congressional special elections in the past 25 years.

Freedom of Information Act Requests

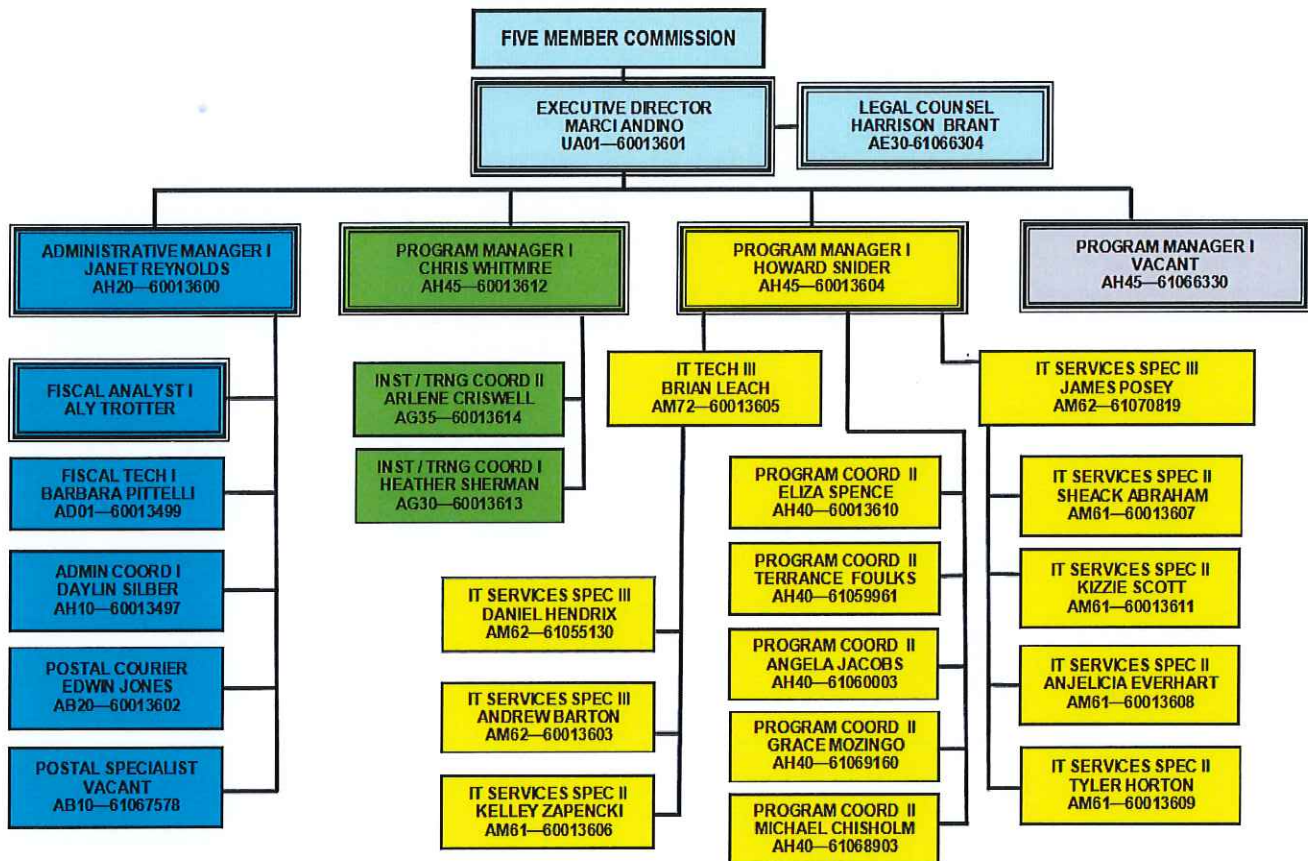
An unusually large number of requests made pursuant to the Freedom of Information Act (FOIA) challenged the Agency's operational capacity and the need to strike an appropriate balance between public access to agency records and the security of the state's election infrastructure. The SEC received 23 FOIA requests in FY2017. On average, the Agency receives less than 10 FOIA requests per year. Some of the requests were for a large number of records, and some were for very sensitive documents relating to the security of the state's election infrastructure. Processing this unusually large number of requests proved to be time-consuming and a hindrance to meeting other agency obligations. Furthermore, making these determinations is an inexact affair, placing the Agency in a dilemma of protecting two crucial principles: the public's right to know and the security of the State's election infrastructure. Amendments to the FOIA in 2017 tightened requirements on agencies, without regard to operational capacity, and added nothing to the little existing guidance on the public availability of security-related records.

Election Legislation

Each year the SEC provides information to the General Assembly to develop and enact legislation to improve the efficiency and effectiveness of voter registration and elections. The Agency will be working with the General Assembly to streamline the submission of candidates and referendums for inclusion on the general election ballots.

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AGENCY ORGANIZATIONAL CHART



EVERY VOTE MATTERS.
EVERY VOTE COUNTS.

Risk Assessment and Mitigation Strategies:

The most negative on the public would be an event that causes the loss of public confidence in the election system. The election systems most critical to the Agency are the statewide voter registration system and the statewide voting system. A failure of either of these systems would have the potential to cause a statewide failure to register voters, conduct elections, and jeopardize voter's Personally Identifiable Information (PII).

The SEC works with the Department of Administration (DOA), other agencies, and a private security vendor daily to manage, monitor, and secure South Carolina's election infrastructure. These efforts include identifying ways to increase the security of all agency networks, public facing websites, and both the voter registration and voting system used in our state.

The SEC alone does not have the capabilities to protect the State's election infrastructure. The agencies listed below would be called upon to assist in identifying and addressing security threats and

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vulnerabilities which have the potential to impact the Agency's ability to conduct voter registration and elections.

The nature and level of outside help would depend on the type of threat or vulnerability. Depending on the situation, the following agencies would be called upon:

- S.C. Department of Administration (DOA)
- S.C. Department of Motor Vehicles (DMV)
- S.C. General Assembly
- S.C. Law Enforcement Division (SLED)
- S.C. Governor's Office
- S.C. National Guard
- U.S. Department of Homeland Security
- U.S. Department of Justice
- Federal Bureau of Investigation
- U.S. Election Assistance Commission
- County governments
- County boards of voter registration and elections

Following are three risks in the election process that can be mitigated by action of the General Assembly:

- 1) The useful life of our current 13-year-old voting system is 12 to 15 years. The SEC believes that a well maintained voting system is critical to conducting fair and accurate elections plus to maintain voter confidence. In order to ensure our statewide voting system functions properly in future elections, the system requires intensive maintenance and enhancements. Funding will be requested to replace voting machine touchscreens and brackets, replace ballot scanners with new digital scanners, and evaluate communication packs and repair/replace damaged components.
- 2) The SEC will continue working with the General Assembly to secure funding to replace the current voting system. Equipment concerns, increased service calls, and new security threats are becoming more frequent. As a result, carrying out our mission and reflecting the will of the electorate has become complicated and challenging. A new voting system would bolster the state's election infrastructure and go a long way to maintain voter confidence.
- 3) The SEC works with DOA, other agencies, and our vulnerability management vendor on a daily basis to identify ways to increase the security of all agency networks, public facing websites, and both the voter registration and voting systems. The Agency will seek recurring funds to purchase services and products to better secure the state's election infrastructure on an ongoing basis, and to secure the state's election infrastructure for future elections.

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1			Government and Citizens	Provide for a system of voter registration that is free of barriers
S		1.1			Maintain a statewide voter registration system that is secure, convenient, accessible and meets the needs of the counties
O			1.1.1		Provide a system that is available and take all reasonable measures to ensure cyber security of the voter registration system
O			1.1.2		Support county users in use of system to maintain accurate voter records
S		1.2			Ensure citizens have accessible methods to register to vote
O			1.2.1		Provide registration by mail, online voter registration, and in-person registration at county offices and other designated voter registration agencies
G	2			Government and Citizens	Certify and support a statewide voting system that meets state law, federal voting system standards and is accessible for all voters
S		2.1			Support the statewide voting system ensuring it is easy to use, accurate and secure
O			2.1.1		Produce election-specific databases and ballots according to state law and ballot standards
O			2.1.2		Support users in setup, testing, usage, maintenance and secure storage of voting system
O			2.1.3		Audit vote totals prior to certification of election results
G	3			Education, Training, and Human Development	Support counties in conducting voter registration and fair, open and impartial elections
S		3.1			Provide supervision, training, guidance and resources to counties to aid in voter registration and elections
O			3.1.1		Provide guidance and training for county and municipal election officials and poll managers
O			3.1.2		Provide candidate filing system absentee tracking and ballot delivery tools, photo ID production, paper and electronic voter registration lists and capturing voter history
S		3.2			Ensure compliance with state and federal laws and agency policies and procedures
O			3.2.1		Conduct county compliance audits and assessments
S		3.3			Provide public education and information
O			3.3.1		Provide voters with online access to their voter record, polling place, absentee ballot request and tracking, sample ballot, and status of provisional ballot
O			3.3.2		Increase public knowledge of voting rights, responsibilities and procedures
O			3.3.3		Provide information, statistics and election results
G	4			Government and Citizens	Effectively oversee all agency programs and operations
S		4.1			Manage administrative and business activities of the agency
O			4.1.1		Prepare annual budget and fiscal impact statements, and process payroll, accounts payable, and accounts receivable
O			4.1.2		Provide support services to include human resources, legal, procurement, records management, fleet management, election supplies and shipping
S		4.2			Manage funds appropriated for aid to county supplements
O			4.2.1		Provide aid to county stipend payments for county board members and reimbursements to counties for allowable election expenses

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Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
1	Total Active Registered Voters	3,081,855	N/A	3,228,160	N/A	30-Jun	Statewide Voter Registration System (RP0040)	Number of active, registered voters at end of fiscal year	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1	
2	Voters Registered in Current Fiscal Year	244,741	N/A	261,108	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of active voter registration records with a voter registration date within the period (Voters previously registered in another county are included in new registrations)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.2	
3	Voters Made Inactive	60,025	N/A	33,710	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of registration records made inactive (Voters that register in a new county are not included in "made inactive" since their record is made inactive)	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
4	Percentage of Registrations Submitted Online	22.1% (54,216)	N/A	20.1% (52,603)	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of applications received through Online Voter Registration and FPCA forms received through the Electronic Voting Accessibility Tool	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
5	Percentage of Registrations Received By Mail	11.3% (27,770)	N/A	10.6% (27,599)	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of applications received by mail (includes state, national, FPCA, FWAB forms)	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
6	Percentage of Registrations In Office	5.6% (13,885)	N/A	5.3% (13,911)	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of applications submitted in office (also includes source unknown)	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
7	Percentage of Registrations at DMV	58.5% (143,341)	N/A	53.2% (138,933)	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of applications received through the Department of Motor Vehicles	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
8	Percentage of Registrations at Other Public Service Agencies	1.9% (4,862)	N/A	1.8% (4704)	N/A	July 1 - June 30	Statewide Voter Registration System (RP0061)	Number of applications received through other public service agencies	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
9	Percentage of Counties That Have Not Implemented Electronic Poll Books	18% (8)	0%	0% (0)	0%	July 1 - June 30	Voter Services Division Survey of Counties	Percentage of counties not using Electronic Voter Registration Lists (EVRL) in any precincts	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
10	Percentage of Counties That Have Partially Implemented Electronic Poll Books	28% (13)	0%	17.4% (8)	0%	July 1 - June 30	Voter Services Division Survey of Counties	Percentage of counties using Electronic Voter Registration Lists (EVRL) in some, but not all, precincts	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
11	Percentage of Counties with Full Implementation of Electronic Poll Books	54% (25)	100%	82.6% (38)	100%	July 1 - June 30	Voter Services Division Survey of Counties	Percentage of counties using Electronic Voter Registration Lists (EVRL) in all precincts	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
12	Photo Voter Registration Cards Issued	10,901	N/A	11,826	N/A	July 1 - June 30	Voter Services Division Tracking of Cards Printed	Number of Photo Voter Registration Cards Printed at SEC (sole source of printing cards)	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
13	Number of SEC Voter Educations Events	41	N/A	59	N/A	July 1 - June 30	Public Information & Training Division Tracking of Events	Number of voter education events conducted with SEC involvement	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
14	scVOTES.org Total Visits	237,217	N/A	395,218	N/A	July 1 - June 30	Google Analytics	Total number of sessions	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
15	scVOTES.org Percentage Returning Visits (actual number)	26% (62,308)	N/A	22% (88,716)	N/A	July 1 - June 30	Google Analytics	Total number of sessions by returning users	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
16	scVOTES.org Percentage New Visits (actual number)	74% (174,909)	N/A	78% (306,502)	N/A	July 1 - June 30	Google Analytics	Total number of sessions by new users	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	

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Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
17	Twitter Followers	1,341		1,602		30-Jun	Twitter.com	Total followers	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
18	Facebook Likes	3,509		3,679		30-Jun	Facebook.com	Total likes	1.1.1, 1.1.2, 1.2.1, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
19	Number of Training & Certification Program Participants	505	N/A	587	N/A	30-Jun	Training Management System	Total number of active County Board Members, Directors, and Staff	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
20	Number of Board Member Participants in Training & Certification Program	321	N/A	325	N/A	30-Jun	Training Management System	Total number of active County Board Members	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
21	Percentage of Board Members NOT in Compliance with Training & Certification Program Requirements (actual number)	7.2% (23)	0%	2% (7)	0%	30-Jun	Training Management System	Number of participants who have not completed the prerequisite classes for certification within the time period allowed by law (would also include any participants decertified pending remedial courses)	3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3	
22	Training & Certification Program Classes Offered	28	N/A	38	N/A	July 1 - June 30	Training Management System	Number of classes offered for Training and Certification Program credit	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
23	Training & Certification Program Total Class Attendees	642	N/A	845	N/A	July 1 - June 30	Training Management System	Total number of attendees to Training & Certification Program class. An individual participant is counted each time a class is attended.	3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3	
24	Total Other Training Events	22	N/A	16	N/A	July 1 - June 30	Training Management System	Total number of other training events conducted for county and municipal election officials.	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
25	Percentage of County Election Officials Using ElectionNET (actual number)	60% (305)	100%	62% (363)	100%	30-Jun	sselectionnet.org	Percentage of participants in the Training & Certification Program who are active ElectionNET users	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
26	Number of Elections Held in State	290	N/A	207	N/A	July 1 - June 30	Statewide Voter Registration System	Number of elections held statewide, setup and later canceled, and completed. Note: Elections involving more than one county are separate elections established in VREMS, e.g., a General Election is counted as 46 elections.	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
27	Number of Counties Served by SEC Database Coders	39	N/A	38	N/A	30-Jun	Voter Services Records	Number of counties served by SEC database coders	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3	
28	Number of Audits Conducted on County Election Results	626	All Elections	445	All Elections	July 1 - June 30	Voter Service Audit Records	Number of audits conducted on county election results. Pre-certification and post-certification audits of the same election are counted as two separate audits. Incomplete audits also included	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.2.1	
29	Number of Final Audits Failed on County Election Results	0	0	0	0	July 1 - June 30	Voter Service Audit Records	Number of audits showing a county board of voter registration and elections certified incorrect results	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.2.1	

Agency Name:	State Election Commission		
Agency Code:	E28	Section:	101

Fiscal Year 2016-2017
Accountability Report

Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
30	Number of Poll Managers Used (2016 Statewide Primaries/Runoffs)	12,274	N/A	N/A	N/A	July 1 - June 30	Division of Finance & Administration Records	Total number of clerks, poll managers, and student poll managers used in the referenced election	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
31	Amount of Poll Manager Reimbursement (2016 Statewide Primaries/Runoffs)	2,011,145	N/A	N/A	N/A	July 1 - June 30	Division of Finance & Administration Records	Total amount reimbursed for clerks, poll managers, and student poll managers used in the referenced election	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
32	Number of Poll Managers Used (2016 Statewide General Election)	N/A	N/A	14,731	N/A	Date of statewide election referenced	Division of Finance & Administration Records	Total number of clerks, poll managers, and student poll managers used in the referenced election	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
33	Amount of Poll Manager Reimbursement (2016 Statewide General Election)	N/A	N/A	2,323,633	N/A	Date of statewide election referenced	Division of Finance & Administration Records	Total amount reimbursed for clerks, poll managers, and student poll managers used in the referenced election	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
34	Number of Poll Managers Used (Presidential Preference Primaries)	9,388	N/A	N/A	N/A	Date of statewide election referenced	Division of Finance & Administration Records	Total number of clerks, poll managers, and student poll managers used in the referenced election	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
35	Amount of Poll Manager Reimbursement (Presidential Preference Primaries)	\$1,874,240	N/A	N/A	N/A	Date of statewide election referenced	Division of Finance & Administration Records	Total amount reimbursed for clerks, poll managers, and student poll managers used in the referenced election	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
36	Protests Heard	0	0	0	N/A	July 1 - June 30	Division of Finance & Administration Records	Number of protests heard by the State Board of Canvassers	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
37	Appeals Heard	1	0	0	N/A	July 1 - June 30	Division of Finance & Administration Records	Number of appeals heard by the State Board of Canvassers	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
38	Number of Candidates Filed for Federal, State and County Level offices in most recent general election	1,604	N/A	1,604	N/A	July 1 - June 30	Candidate Tracking System	Number of candidates who filed for federal, state and county level offices in the most recent general election (excludes candidates for municipal offices)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
39	Filing Fees Collected for Statewide Primaries	\$1,210,926	N/A	\$2,878	N/A	July 1 - June 30	Division of Finance & Administration Records	Filing fees collected from candidates seeking nomination of party nominating by primary for General Election (S.C. Code 7-13-40)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
40	Filing Fees Collected for Special Primaries	\$4,648	N/A	\$35,288	N/A	July 1 - June 30	Division of Finance & Administration Records	Filing fees collected from candidates seeking nomination of party nominating by primary for special elections (S.C. Code 7-13-40)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
41	Filing Fees Collected for Presidential Preference Primaries	\$360,000	N/A	\$0	N/A	July 1 - June 30	Division of Finance & Administration Records	Filing fees collected from presidential candidates participating in the Presidential Preference Primaries (S.C. Code 7-11-20)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	

Agency Name:	State Election Commission		
Agency Code:	E28	Section:	101

Fiscal Year 2016-2017
Accountability Report

Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
42	Training & Certification Program Fees	\$18,500	N/A	\$21,725	N/A	July 1 - June 30	Division of Finance & Administration Records	Fees collected from county and municipal board members, directors, and staff to attend Training & Certification Program classes (Proviso 101.7)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
43	Sale of Voter Registration Lists	\$175,957	N/A	\$100,399	N/A	July 1 - June 30	Division of Finance & Administration Records	Fees collected from candidates, political parties, clerks of court, and the general public for voter registration lists (S.C. Code 7-3-20, Proviso 101.4)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
44	Sale of Publications	\$12	N/A	\$0	N/A	July 1 - June 30	Division of Finance & Administration Records	Fees collected from various sources for state election commission publications (fees based on actual cost of printing)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	
45	Voting System Update/Certification Fees	\$2,000	N/A	\$1,000	N/A	July 1 - June 30	Division of Finance & Administration Records	Fees collected from voting system vendor seeking certification (7-13-1330, 7-13-1620)	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2	

Agency Name: State Election Commission

Fiscal Year 2016-2017
Accountability Report

Agency Code: E28 Section: 101

Program Template

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration	Leadership and direction for the agency, including administration, finance and support services.	\$ 624,337	\$ 117,904	\$ -	\$ 742,241	\$ 518,869	\$ 120,000	\$ -	\$ 638,869	3.1.2, 4.1.1, 4.1.2, 4.2.1
II. Voter Services	Provide databases and ballot layout assistance to county and municipal election commissions, provide counties with election support services and technical assistance related to statewide voting system; provide election security oversight and guidance to counties	\$ 1,095,504	\$ -	\$ -	\$ 1,095,504	\$ 1,326,005	\$ -	\$ -	\$ 1,326,005	1.1.1, 1.1.2, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3
III. Public Information/Training	Administer a mandatory statewide training and certification program for county and municipal election officials; provide ongoing training events and workshops; provide a poll manager training program and materials; educate the public on the voter registration and election process; provide information regarding elections and agency activities	\$ 196,454	\$ 13,157	\$ -	\$ 209,611	\$ 221,610	\$ 15,000	\$ -	\$ 236,610	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3
IV. Distributions to Subdivisions	Provide aid to county stipend as per Proviso 101.1.	\$ 425,369	\$ -	\$ -	\$ 425,369	\$ 450,000	\$ -	\$ -	\$ 450,000	4.2.1
V. Statewide Prim/General Election	Oversee and assist with the conduct of primaries and general elections when necessary any subsequent protests or appeals; insure the quality of the election process and the faith and trust the voting public has in the integrity of elections in South Carolina.	\$ 6,094,618	\$ 803,083	\$ -	\$ 6,897,701	\$ 1,000,000	\$ 1,200,000	\$ -	\$ 2,200,000	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1
V. Special Elections	Oversee and assist with the conduct of special primaries, runoffs and elections when necessary any subsequent protests or appeals; insure the quality of the election process and the faith and trust the voting public has in the integrity of elections in South Carolina.	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 400,000	\$ -	\$ -	\$ 400,000	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1

Agency Name: State Election Commission

Fiscal Year 2016-2017
Accountability Report

Agency Code: E28 Section: 101

Program Template

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
VII. Employee Benefits	Program to provide insurance, retirement, social security, etc. for state employees	\$ 427,226	\$ 31,389	\$ -	\$ 458,615	\$ 450,000	\$ 32,000	\$ -	\$ 482,000	4.1.2
Help America Vote Act	Help America Vote Act (HAVA) established in 2002 to improve federal elections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal Voting Assistance Program	Program established to allow all military and overseas citizens the ability to vote an online absentee ballot for all federal elections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,369	\$ 2,369	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1

Note: Agency currently has \$100,000 in authority for specials elections. \$24,851 was paid from statewide elections for all costs exceeding the \$100,000 authority.

Agency Name:	State Election Commission			Fiscal Year 2016-2017		
				Accountability Report		
Agency Code:	E28	Section:	101			
				Legal Standards Template		
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
1	42 U.S.C. §2000e et seq. (1964), (Civil Rights Act of 1964)	Federal	Statute	Disallows states from denying right of individual to vote in any federal election due to application omission; employing literacy tests for qualification to vote	No	No
2	52 U.S.C. § 10101 et seq. (1965); (Voting Rights Act of 1965)	Federal	Statute	Disallows states from having any voting qualification or prerequisite to voting or have a standard, practice or procedure denying the right to vote based upon race; due to any failure to pass a test;	No	No
3	42 U.S.C. §§ 1973ee-ee6. (1984); (Voting Accessibility for the Elderly and Handicapped)	Federal	Statute	Requires states to have registration offices and polling places that are accessible to voters with disabilities and voters sixty-five and older	Yes	Yes
4	42 U.S.C. § 12101, et seq. (1990); (Americans with Disabilities Act)	Federal	Statute	Disallows states from denying a individual or class from participating in the public service, activity or program of a public entity	Yes	Yes
5	52 U.S.C. § 20501, et seq. (1993); (National Voter Registration Act)	Federal	Statute	Requires states provide the opportunity to register to vote at certain agencies, voter registration by mail, and list maintenance activities	Yes	Yes
6	52 U.S.C. §§ 20901-21145 (2002); (Help America Vote Act)	Federal	Statute	Requires states to implement programs and procedures regarding provisional voting, voting information, updating and upgrading voting equipment, establishing statewide voter registration	Yes	Yes
7	52 U.S.C. §§ 20301-20311, 1986); (Uniformed and Overseas Citizens Absentee Voting Act)	Federal	Statute	Requires states to allow qualified service members and overseas citizens to register and vote absentee	Yes	Yes
8	42 U.S.C. § 1973ff-1 (2009); (Military and Overseas Voter Empowerment Act)	Federal	Statute	Requires states to use electronic communications for sending election materials and sending absentee ballots to UOCAVA voters at least forty-five days prior to the election	Yes	Yes
9	5-15-90. Municipal Elections conducted by municipal election commission; composition of commission and terms of members; training and certification program.	State	Statute	Establishes the duty of the SEC to conduct a training and certification program for municipal officials	Yes	Yes
10	7-3-20. Executive Director of the State Election Commission.	State	Statute	Establishes the authority of the Executive Director as the chief administrative officer for the SEC appointed by the Commission	No	No
11	7-3-20. Executive Director of the State Election Commission.	State	Statute	Establishes the Executive Director as the chief state election official responsible for implementing and coordinating the State's responsibilities under the NVRA	Yes	Yes
12	7-3-20. Executive Director of the State Election Commission.	State	Statute	Establishes the Executive Director as the individual responsible for implementing and enforcing the state's responsibilities under UOCAVA	No	No
13	7-3-20. Executive Director of the State Election Commission.	State	Statute	Requires the executive director to conduct audits, reviews, and post-election analyses of county boards of voter registration and elections	No	Yes
14	7-3-20. Executive Director of the State Election Commission.	State	Statute	Requires the executive director to maintain a complete master file of all qualified electors by county and precincts and delete the names of electors who satisfy certain conditions under the law	No	Yes
15	7-3-20. Executive Director of the State Election Commission.	State	Statute	Establishes the supervisory authority of the Executive Director over the county boards of voter registration and elections	No	No
16	7-3-20. Executive Director of the State Election Commission.	State	Statute	Requires Executive Director to furnish each county board of voter registration and elections with a master list of all registered voters in the county at least ten days prior to each election	Yes	Yes
17	7-3-20. Executive Director of the State Election Commission.	State	Statute	Requires Executive Director to furnish at a reasonable price any precinct lists to a qualified elector requesting them	Yes	Yes
18	7-3-25. Noncompliant county board of voter registration and elections.	State	Statute	Establishes authority of SEC to determine and certify results of an election if County Board of Voter Registration and Elections is unable to certify by statutorily mandated time	Yes	No
19	7-3-25. Noncompliant county board of voter registration and elections.	State	Statute	Establishes the authority of the Executive Director to recommend corrective action plan for non-compliant County Board of Voter Registration and Election members	No	Yes
20	7-3-30. Notice of deletion of elector's name from roster of electors; appeal by elector; restoration of name.	State	Statute	Requires the Executive Director to notify by mail each elector whose name has been deleted for the reason of conviction or change in the residence of a qualified voter	Yes	Yes

Agency Name:	State Election Commission			Fiscal Year 2016-2017		
				Accountability Report		
Agency Code:	E28	Section:	101			
				Legal Standards Template		
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
21	7-5-10. Appointment of board members; previous offices abolished; training and certification requirements.	State	Statute	Establishes the duty of the SEC to conduct a training and certification program for county board members	Yes	Yes
22	7-5-10. Appointment of board members; previous offices abolished; training and certification requirements.	State	Statute	Establishes the requirement of the SEC to notify the Governor of any member of a county board of registration and elections failed to meet the training and certification program requirements	Yes	Yes
23	7-5-40. Supplements to counties to help defray expenses of registration office.	State	Statute	Establishes the requirement of the state to defray the expenses of personnel in keeping the county board office open for voter registration	Yes	Yes
24	7-5-125. Written notification of registration	State	Statute	Requires the SEC to provide the form by which county boards notify any person who registers to vote and is found qualified to vote	Yes	Yes
25	7-5-155. Registration of electors by mail.	State	Statute	Requires the SEC to furnish voter registration application forms to county boards of voter registration and elections	Yes	Yes
26	7-5-155. Registration of electors by mail.	State	Statute	Allows the agency to promulgate regulations relating to registration of electors by mail	No	No
27	7-5-185. Electronic applications for voter registration.	State	Statute	Requires the SEC to allow a citizen with a SC Driver's License or DMV ID Card to submit an application for voter registration electronically on the SEC's website	Yes	Yes
28	7-5-186. Statewide voter registration database.	State	Statute	Establishes the duty of the SEC to keep, maintain and administer a statewide voter registration database	No	Yes
29	7-5-310. Definitions; designations	State	Statute	Establishes the SEC as the agency to which an individual may file a complaint regarding interference with the right to register or decline to register to vote or privacy regarding the decision to register to vote at a voter registration agency	Yes	Yes
30	7-5-330. Completion, receipt, and disposition of voter registration application; discretionary removal of elector	State	Statute	Establishes the duty of the SEC to remove a qualified elector from the official list of eligible voters on the grounds that the elector has changed residence.	Yes	No
31	7-5-340. Duties of State Election Commission respecting removal of elector from official list.	State	Statute	Establishes the duty of the SEC to remove an elector from the official list of eligible voters	Yes	No
32	7-5-660. Preparation of registration books.	State	Statute	Establishes the duty of the Executive Director to prepare duplicate registration books for each ward or precinct for every county	Yes	Yes
33	7-9-10. Certification and decertification of political parties	State	Statute	Requires SEC to certify and decertify political parties under certain conditions	Yes	Yes
34	7-11-15. Qualifications to run as a candidate in general elections	State	Statute	Establishes that the SEC must accept statement of intention of candidacy, party pledge, and filing fees	Yes	Yes
35	7-11-20. Conduct of party convention or party primary elections generally; presidential preference primaries	State	Statute	Requires the SEC to conduct presidential preference primaries for certified political parties receiving at least five percent of the popular vote	Yes	Yes
36	7-11-50. Substitution where party nominee dies, becomes disqualified or resigns for legitimate nonpolitical reason.	State	Statute	Establishes that the SEC consider an affidavit submitted by a candidate who wishes to withdraw from an election for a legitimate nonpolitical reason	Yes	No
37	7-11-70. Nomination by petition.	State	Statute	Establishes that the SEC should accept petitions for certain offices containing the signatures of at least five percent of the qualified registered electors of the office's geographical area.	No	No
38	7-11-80. Form of nominating petition	State	Statute	Establishes that the SEC may furnish petition forms to county election officials and interested persons	Yes	Yes

Agency Name:	State Election Commission			Fiscal Year 2016-2017		
				Accountability Report		
Agency Code:	E28	Section:	101			
				Legal Standards Template		
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
39	7-13-15. Primaries to be conducted by State Election Commission and county board of voter registration and elections on second Tuesday in June; filing fees	State	Statute	Establishes the duty of the SEC to conduct primaries for federal offices, state offices, offices included in more than one county, countywide and less than countywide offices, special purpose districts and the ability to use filing fees paid by candidates to pay for the primaries.	No	Yes
40	7-13-40. Time of party primary; certification of names; verification of candidates' qualifications; filing fee	State	Statute	Establishes the requirement of the SEC to conduct party primaries and place filing fees in a special account designated for use in conducting primaries	No	Yes
41	7-13-45. Acceptance of Filings.	State	Statute	Establishes the duty of the SEC to establish regular candidate filing hours and publish notice of candidate filing	No	Yes
42	7-13-50. Second and other primaries.	State	Statute	Establishes the requirement of the SEC to hold a second primary when necessary	No	Yes
43	7-13-72. Managers of election.	State	Statute	Establishes the duty of the SEC to develop a training program for poll managers	Yes	Yes
44	7-13-320. Ballot standards and specifications.	State	Statute	Establishes the duty of the SEC to direct the size and color of the ballot.	No	Yes
45	7-13-325. Use of candidate's given name, derivative thereof, or nickname on ballot.	State	Statute	Allows the agency to promulgate regulations relating to the use of a candidates name, derivative thereof or nickname on the ballot	No	No
46	7-13-340. Printing and distribution of Ballots.	State	Statute	Establishes the duty of the SEC to print and deliver ballots for elections for presidential electors, state officers, US Senators and members of Congress to county boards of voter registration and elections	Yes	Yes
47	7-13-350. Certification of candidates; verification of qualifications	State	Statute	Establishes that the SEC receive certification from political parties of candidates	No	No
48	7-13-351. Nominees by petition.	State	Statute	Establishes that the SEC must place a nominee by petition on the appropriate ballot.	No	Yes
49	7-13-410. Ballots where both state-wide and local constitutional amendments are submitted.	State	Statute	Requires the SEC to arrange and classify proposed constitutional amendments on the ballot.	No	Yes
50	7-13-420. Oath of print of ballots and assistants.	State	Statute	Requires the Executive Director to contract with a printer for the printing of official ballots.	No	No
51	7-13-610. Ballot specifications; separate ballots for each party.	State	Statute	Establishes the duty of the SEC to prepare separate ballots for each political party holding a primary	No	Yes
52	7-13-611. Arrangement of official county and state primary ballots.	State	Statute	Allows the agency to promulgate regulations regarding the arrangement of official county and state primary ballots	No	No
53	7-13-710. Proof of right to vote; signing poll list; comparison of signatures; provisional ballot; purpose of requirements.	State	Statute	Requires the SEC to furnish a poll list to the appropriate election officials.	Yes	Yes
54	7-13-1160. Reporting of election results to the State Election Commission.	State	Statute	Provides that the SEC must accept notification from counties of unofficial election results	No	No
55	7-13-1330. Vote recorders and optical scan voting systems; approval process; duration and changes.	State	Statute	Requires the SEC to approve all optical scan voting systems to be used in elections.	No	No
56	7-13-1340. Requirements for vote recorders or optical scan voting devices.	State	Statute	Provides requirements for the SEC to use when approving vote recorders and optical scan voting devices.	No	No
57	7-13-1360. Form and contents of ballot labels; primary elections	State	Statute	Provides that the SEC shall prepare the form and arrangement of ballot labels.	No	Yes
58	7-13-1371. Ballot cards used in conjunction with optical scanning device; instructions	State	Statute	Provides that the SEC must establish the form of a sign to be displayed in any polling place using an optical scanning device	No	Yes
59	7-13-1380. Write-in votes.	State	Statute	Requires the SEC to specify the form of the ballot.	No	Yes

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				Legal Standards Template		
Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
60	7-13-1390. Labeling, preparation, and testing of vote recorders; custodians and deputies; examination by interested persons.	State	Statute	Establishes that the SEC must prescribe the requirements for arrangement, ballot labels and testing the vote recorders	No	Yes
61	7-13-1490. Regulations, instructions and forms.	State	Statute	Allows the agency to promulgate regulations regarding the conduct of elections for distribution to the county boards of voter registration and elections	No	No
62	7-13-1620. Voting system approval process.	State	Statute	Establishes that SEC must approve and certify all voting systems for use in SC	No	Yes
63	7-13-1655. "Voting System" defined. State Election Commission duties.	State	Statute	Establishes duty of SEC to adopt one voting system for State	No	Yes
64	7-13-2120. Constitutional Ballot Commission.	State	Statute	Requires that the Executive Director serve on a Constitutional Ballot Commission	No	No
65	7-15-10. Duties of State Election Commission.	State	Statute	Establishes duty of SEC to establish procedures and forms for absentee voting	No	Yes
66	7-15-10. Duties of State Election Commission.	State	Statute	Allows the agency to promulgate regulations for electors to vote by absentee ballot	No	No
67	7-15-10. Duties of State Election Commission.	State	Statute	Allows the agency to promulgate regulations for ensuring UOCAVA voters are sent absentee ballots by the required forty-five day deadline	No	No
68	7-15-340. Form and application for absentee ballot	State	Statute	Requires the SEC to establish and distribute a form application for an absentee ballot	No	Yes
69	7-15-405. Voters eligible to vote under Uniformed and Overseas Citizens Absentee Voting Act; absentee instant runoff ballots for second primaries.	State	Statute	Allows the SEC to promulgate regulations for the implementation of UOCAVA voters voting absentee	No	Yes
70	7-15-406. Ballots to be sent to qualified electors under Uniformed and Overseas Citizens Absentee Voting Act; timing.	State	Statute	Requires ballots to be sent to qualified electors under UOCAVA at least forty-five day prior to any election	Yes	Yes
71	7-15-460. Absentee ballots as provided by Uniformed and Overseas Citizens Absentee Voting Act.	State	Statute	Allows the agency to promulgate regulations to ensure that UOCAVA voters have the opportunity to receive and cast ballots	No	No
72	7-15-470. Absentee ballots other than paper ballots.	State	Statute	Requires the SEC to develop standards and guidelines for a voting system or machine to count absentee ballots	No	Yes
73	7-17-70. Hearing of Appeals.	State	Statute	Requires the State Board of Canvassers to meet and hear appeals from county boards	No	No
74	7-17-210. State Election Commission constitutes Board.	State	Statute	Requires the SEC to constitute the State Board of Canvassers	No	No
75	7-17-220. Meeting of Board; telecommunication or electronic communication; public access.	State	Statute	Requires the State Board of Canvassers to convene a meeting to canvass the votes for all officers, constitutional amendments, questions and other issues voted during any general election	No	No
76	7-17-230. Power to adjourn; procedure when all certified statements have not been received.	State	Statute	Gives the State Board of Canvassers the power to adjourn for a period of time until certified statements for the election of electors for President and Vice President have been received	No	No
77	7-17-240. Board shall make certified statement of all votes cast.	State	Statute	Requires the State Board of Canvassers to make a statement of the number of votes at an election and certify statement to be correct	No	Yes
78	7-17-250. Board shall declare persons elected and decide contested or protested cases; appeals.	State	Statute	Requires the State Board of Canvassers to declare candidates elected and hear appeals from county boards of canvassers	No	Yes
79	7-17-260. Cases decided by State Board; filing and service	State	Statute	Provides the election protests that the State Board of Canvassers must hear	No	Yes

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
80	7-17-270. Hearing of protest or contest; procedure at hearing; notice of decision; appeals.	State	Statute	Provides the timeline for the State Board of Canvassers to hear appeals	No	No
81	7-17-280. Mandatory recounts.	State	Statute	Requires the State Board of Canvassers to order a recount in a general election when the difference between the number of votes for a candidate, constitutional amendment, question or other issue is not more than one percent of the total votes cast	No	No
82	7-17-290. Certificate of determination shall be delivered to Secretary of State.	State	Statute	Requires the State Board of Canvassers to make and subscribe a certificate of determination on the results of the general election	No	Yes
83	7-17-510. Convening of county board of voter registration and elections as county boards of canvassers; canvass and certification of primary results; canvass and declaration of results by Board of State Canvassers; telecommunication or electronic communication; public access.	State	Statute	Establishes the date and time that the State Board of Canvassers must meet to declare the results of primaries and runoffs	No	No
84	7-17-710. Continuation of protest in event of death of candidate in special or general election.	State	Statute	Establishes guidance for the State Board of Canvassers when a candidate dies after filing a protest	No	No
85	Chapter 52-Section 52. Candidates' and Incumbents' Statements of Economic Interests.	State	Regulation	Requires the SEC to file a copy of the Candidates' Roster with the State Ethics Commission no later than five days after close of filing	No	Yes
86	Chapter 52-Section 52. Candidates' and Incumbents' Statements of Economic Interests.	State	Regulation	Requires the SEC to file a copy of the Successful Candidates' Roster with the State Ethics Commission no later than five days after close an election	No	Yes
87	14-7-130. Preparation of jury list from electronic file of persons holding valid South Carolina driver's license or identification card.	State	Statute	Requires the SEC to furnish a jury list to county jury commissioners	Yes	Yes
88	Act 15 of 2017	State		For federal special election primary held on May 2, 2017, SEC required to provide rank choice ballot to individuals voting under Uniformed and Overseas Citizens Absentee Voting Act	Yes	Yes
89	Proviso 101.1 (County Boards of Voter Registration and Election Compensation), 2016-2017, Appropriations Act Part 1B (101-E280-Election Commission).	State	Proviso	Provides guidelines for disbursing aid to county stipend for county voter registration and elections board members	Yes	Yes
90	Proviso 101.2 (Elections Managers & Clerks Per Diem), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Provides amount of pay and number of days of training/working for county poll managers	No	No
91	Proviso 101.3 (Board of State Canvassers Compensation), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Provides additional compensation for State Board of Canvassers members to attend required hearings/appeals following elections	Yes	Yes
92	Proviso 101.4 (Sale of Lists Revenue Carry Forward), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Provides authority to spend revenue generated from Sale of List Program and allows SEC to carry forward any amounts in the account at end of the fiscal year	No	No
93	Proviso 101.5 (Budget Reduction Exemption), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Exempts funds appropriated for recurring and non-recurring general and primary election expenses from mandated across the board reductions and excludes these amounts from the agency's base budget when calculating base reductions	No	No

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
94	Proviso 101.6 (Primary and General Election Carry Forward), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Allows SEC to spend filing fees received from candidates filing to run in the statewide primaries for the conduct of the statewide primaries and to carry forward any amounts in those accounts at the end of each fiscal year. Also allows the SEC to use filing fee funds to pay for Presidential Preference Primaries when necessary.	No	No
95	Proviso 101.7 (Training and Certification Program), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Requires county board of voter registration and election members to complete the SEC's training and certification program, and at least one additional class per year. Allows SEC to charge for training classes, and to retain and spend up to \$35,000 to help cover the cost to provide the training. Allows the SEC to carry forward any balance in the account at fiscal year end. Requires the SEC to withhold the stipend of any non-compliant board members, and to notify county legislative delegation of the withholding and the requirements to bring the member into compliance. Requires county legislative delegation to remove non-compliant board member if not compliant within 18 months of initial notification of non-compliance.	Yes	No
96	Proviso 101.8 (Penalty for Late Submission of Reimbursable Expenses), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Allows the SEC to deduct 10% from any county election reimbursement requests that are more than 30 days past the date of the election for which reimbursement is being requested. Also allows the SEC to deduct 10% from any county reimbursement requests not submitted in the Statewide Voter Registration Election Management System (VREMS). Allows SEC to spend funds in current fiscal year to reimburse counties for expenditures incurred in previous fiscal year.	No	Yes
97	Proviso 101.9 (Help America Vote Act), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Requires the SEC to use funds appropriated for a state match of federal funds received to implement the Help America Vote Act (HAVA) program. Also allows funds to be used to comply with the Uniformed and Overseas Citizens Voting Act of 1986.	No	No
98	Proviso 101.10 (HAVA Carry Forward), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Requires the SEC to carry forward unexpended Help America Vote Act (HAVA) funds into next fiscal year and to expend the funds for HAVA	No	No
99	Proviso 101.11 (HAVA Match Funds), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Allows HAVA match funds to be placed into an account that allows interest to be accrued on the funds.	No	No
100	Proviso 101.12 (Use of Election Funds), 2016-2017, Appropriations Act Part 1B (101-E280 Election Commission).	State	Proviso	Allows SEC to transfer up to \$200,000 from funds appropriated for the conduct of elections to other operating accounts upon approval by the Executive Budget Office, Chairman of the Senate Finance Committee, Chairman of the House Ways and Means Committee, and the Governor	No	No
101	Proviso 117.114 (Information Technology and Security Plans), 2016, 2017, Appropriations Act Part 1B (117-X900 GP: Information Technology and Information Security Plans).	State	Proviso	Requires all state agencies to submit an information technology plan and an information security plan to the Department of Administration by October 1, 2016	No	Yes

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
Administration	Oversees the Agency's policies and procedures, provides leadership, support, financial services, and other related administrative services.	Provides financial services to include Aid to County stipend funds provided to county boards of voter registration and elections board members; also provides reimbursements to the county boards of voter registration and elections for expenses incurred for the conduct of elections throughout the state.	Local Govts.	
Administration	Oversees the Agency's policies and procedures, provides leadership, support, financial services, and other related administrative services.	Provides jury lists to US Federal Court, 46 county clerks of court, 46 magistrates and municipal clerks of court to be used for the jury selection process.	Judicial Branch	
Administration	Oversees the Agency's policies and procedures, provides leadership, support, financial services, and other related administrative services.	Provides Sale of List information as requested by individuals, organizations, candidates, and political parties.	General Public	South Carolina registered voters may purchase Sale of List information
Voter Services	Voter Services is tasked with providing ongoing support, security and privacy services to the 46 county boards of voter registration and elections and to the citizens of South Carolina.	Voter Services provides database and ballot layout assistance to county boards of voter registration and elections and to municipal election commissions; provides counties with election support services and technical assistance related to the statewide voting system; provides ongoing maintenance and security of the statewide voter registration system; provides election security oversight and guidance to counties; provides ongoing assistance and guidance to counties and conducts audits to ensure county compliance with state and federal laws; ensures counties comply with verification procedures to ensure accuracy of unofficial election results.	Local Govts.	
Voter Services	Voter Services is tasked with providing ongoing support, security and privacy services to the 46 county boards of voter registration and elections and to the citizens of South Carolina.	Delivers technology, security and privacy related services and solutions to the 46 county boards of voter registration and elections and to all citizens of South Carolina who are registered to vote in the Statewide Voter Registration and Election Management System (VREMS).	General Public	All Voters of South Carolina

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
Public Information/Training	Public Information/Training provides training and certification to the 46 county boards of voter registration and elections and provides public information services as it relates to the conduct of elections in South Carolina.	Educates the public on the voter registration and election process and provides information regarding elections and agency activities; provides assistance and guidance to candidates filing to run for office in South Carolina.	General Public	All Citizens of South Carolina
Public Information/Training	Public Information/Training provides training and certification to the 46 county boards of voter registration and elections and provides public information services as it relates to the conduct of elections in South Carolina.	Educates the public on the voter registration and election process and provides information regarding elections and agency activities; provides assistance and guidance to candidates filing to run for office in South Carolina.	General Public	All Citizens of South Carolina

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
Federal agencies such as the Department of Justice, Department of Defense, U. S. Election Assistance Commission, and Federal Election Commission	Federal Government	The SEC works with these agencies to ensure that federal laws and guidelines are followed and to provide military and overseas citizens the opportunity to register and vote.	1.1.1, 1.1.2, 1.2.1, 2.1.1, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3.3, 4.1.2
South Carolina General Assembly	State Government	The SEC works with the General Assembly to ensure that state laws are followed regarding the conduct of elections and to provide input for recommended legislative changes.	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1
Other State Agencies such as DSS, DHEC, DDSN, Commission for the Blind, Voc Rehab, DMH, DMV, DAODAS, Protection and Advocacy	State Government	The SEC works with other state agencies to ensure that individuals are provided the opportunity to register to vote when offered services at those agencies.	1.1.1, 1.1.2, 1.2.1, 3.3.1, 3.3.2, 3.3.3
County Boards of Voter Registration and Elections	Local Government	The SEC works with the county boards of voter registration and elections to ensure fair and impartial elections for all citizens of South Carolina.	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1
Municipal Election Commissions	Local Government	The SEC provides mandated training and works with the county municipal election commissions to ensure fair and impartial elections for all citizens of South Carolina.	1.1.1, 1.1.2, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.2.1, 3.3.1, 3.3.2, 3.3.3, 4.1.1
Political Parties	Non-Governmental Organization	The SEC provides information and guidance regarding the election process.	1.1.1, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3
Candidates/Elected Officials	Individual	The SEC provides information and guidance regarding the election process.	1.1.1, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3
Special Interest and Advocacy Groups	Non-Governmental Organization	The SEC works with special interest and advocacy groups to provide voter education to their constituents and to improve the voting process.	1.1.1, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3
News Media	Private Business Organization	The SEC provides accurate and timely information to the media which is relative to the election process in South Carolina.	1.1.1, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3
Various Election Related Service Providers	Private Business Organization	The SEC works with various private businesses to obtain election related services.	1.1.1, 1.2.1, 2.1.1, 2.1.2, 2.1.3, 3.1.1, 3.1.2, 3.3.1, 3.3.2, 3.3.3

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Accountability Report

Report Template

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	Accountability Report	Executive Budget Office	State	Annually	September 15, 2015	Identifying agency goals, strategies and objectives	ScVotes.org
2	Federal	Bi-Annually	Varies	National data collection effort that analyzes voter registration, election administration, and ways voters cast their ballots	Document is submitted to the requesting entity and not published by the SEC	National data collection effort that analyzes voter registration, election administration, and ways voters cast their ballots	Document is submitted to the requesting entity and not published by the SEC
3	Absentee Ballots Mailed	US Department of Justice (DOJ)	Federal	Prior to each federal election	Varies	Number of absentee ballots mailed to military and overseas citizens at least 45 days prior to a federal election	Document is submitted to the requesting entity and not published by the SEC
4	Federal Financial Report (425)	US Election Assistance Commission (EAC)	Federal	Annually	December 31, 2015	Status of federal funds received for Help America Vote Act (HAVA) program	Document is submitted to the requesting entity and not published by the SEC
5	Federal Financial Report (425)	Federal Voting Assistance Program (FVAP)	Federal	Quarterly	Varies	Status of federal funds received for Federal Voting Assistance Program (FVAP)	Document is submitted to the requesting entity and not published by the SEC
6	Data Collection Point Report	Federal Voting Assistance Program (FVAP)	Federal	Annually	Varies	Report completed following federal elections to assist FVAP with the establishment of a baseline for military and overseas citizens voter performance and future election administration changes	Document is submitted to the requesting entity and not published by the SEC
7	Non-Compliant County Board Members	SC Governor's Office	State	Quarterly	Varies	Identifies county board of registration and elections board members who are not compliant with training and certification program requirements	Document is submitted to the requesting entity and not published by the SEC

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External Review Template

Item	Name of Entity Conducted External Review	Type of Entity	External Review Timeline (MM/DD/YYYY to MM/DD/YYYY)	Method to Access the External Review Report
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