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- › Parks, Recreation and Tourism, South Carolina Department of
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- › Patient Compensation Fund (<http://www.admin.sc.gov/files/Signed%20Form%20A.pdf>)
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- › South Carolina State Board for Technical & Comprehensive Education (<http://www.admin.sc.gov/files/H590-Tech%20Board%20--%20Updated.pdf>)
- › South Carolina State Housing Finance and Development Authority (<http://www.admin.sc.gov/files/L320-%20Revised.pdf>)
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FORM C – CAPITAL OR NON-RECURRING REQUEST

Form C asks agencies to provide information on projects for which they are requesting one-time appropriations in FY 2016-17. This generally includes projects that have been traditionally funded through the Capital Reserve Fund or the proviso that distributes most non-recurring revenue. Complete a single iteration of Form C (and one PBF decision package) for each individual capital/non-recurring project requested.

DECISION PACKAGE

When an agency creates a decision package in PBF, the system automatically generates three identification numbers for that same package. Please identify decision packages using the number assigned to the “Governor’s Request” version only.

AMOUNT

Indicate the amount that is being requested for this project. If this year’s request is part of a multi-year project, please place the FY 2015-16 amount on this line and discuss the balance of the request in the “Long-Term Planning” section below.

BUDGET PROGRAM

Identify the related budget program by name and section. Note: When entering a capital/recurring request into the PBF system, load the request under your agency’s non-recurring program instead of the related budget program identified here.

Ex. “II.F.1. – Marine Conservation and Management”

SUMMARY

Provide sufficient information and context on the request that will allow for the project to be evaluated in its own right and also against all other requests that agencies will submit this year. If the request is related to information security or information technology, explain its relationship to the agency’s security or technology plan.

RELATED REQUEST(S)

If the capital/non-recurring request is associated with any other recurring or one-time decision packages, please identify them by name and the “Governor’s Request” version number.

Ex. “Advanced Plant Technology Lab Expansion – 313”

FUNDING ALTERNATIVES

Were other sources of funds were considered for this project? If so, what were they and why were those alternatives rejected?

LONG-TERM PLANNING AND SUSTAINABILITY

Use this field to explain how the FY 2016-17 request for capital/non-recurring funds for this project fits into the overall strategy for financing the underlying project. Is this part of a multi-year request? What other funds will be used?

Also, explain how this project will affect future budget requests (operating and capital). For instance, if this request is for laboratory equipment, will the agency request personnel and operating expenses in future years for the associated staff and activity? Will funds be needed to license or maintain the equipment in future years? Have sources of those resources been identified?

AGENCY NAME:		
AGENCY CODE:		SECTION:

FORM C – CAPITAL OR NON-RECURRING APPROPRIATION REQUEST

DECISION PACKAGE	
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	
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Provide a brief, descriptive title for this request.

AMOUNT	
---------------	--

How much is requested for this project in FY 2016-17?

BUDGET PROGRAM	
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Identify the associated budget program(s) by name and budget section.

SUMMARY	
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Provide a summary of the project and explain why it is necessary. If the request is related to information security or information technology, explain its relationship to the agency's security or technology plan.

CLASSIFICATION OF FUNDS	
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Is this request in support of a capital project or is it in support of other non-recurring expenditures? If this request is for a capital project, is it included in the agency's CIP (please include CIP year and priority)? How does this project rank in priority to all other nonrecurring agency requests?

AGENCY NAME:	
AGENCY CODE:	SECTION:

RELATED REQUEST(S)	
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Is this decision package associated with other decision packages requested by your agency or other agencies this year? Is it associated with a specific capital or non-recurring request?

MATCHING FUNDS	
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source and amount.

FUNDING ALTERNATIVES	
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What other possible funding sources were considered?

LONG-TERM PLANNING AND SUSTAINABILITY	
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What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured?

OTHER APPROVALS	
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What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, BCB, etc.)

AGENCY NAME:		
AGENCY CODE:		SECTION:

FORM C – CAPITAL OR NON-RECURRING APPROPRIATION REQUEST

DECISION PACKAGE	
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	
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Provide a brief, descriptive title for this request.

AMOUNT	
---------------	--

How much is requested for this project in FY 2016-17?

BUDGET PROGRAM	
-----------------------	--

Identify the associated budget program(s) by name and budget section.

SUMMARY	
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Provide a summary of the project and explain why it is necessary. If the request is related to information security or information technology, explain its relationship to the agency's security or technology plan.

CLASSIFICATION OF FUNDS	
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Is this request in support of a capital project or is it in support of other non-recurring expenditures? If this request is for a capital project, is it included in the agency's CPIP (please include CPIP year and priority)? How does this project rank in priority to all other nonrecurring agency requests?

AGENCY NAME:	
AGENCY CODE:	SECTION:

RELATED REQUEST(S)	
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Is this decision package associated with other decision packages requested by your agency or other agencies this year? Is it associated with a specific capital or non-recurring request?

MATCHING FUNDS	
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source and amount.

FUNDING ALTERNATIVES	
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What other possible funding sources were considered?

LONG-TERM PLANNING AND SUSTAINABILITY	
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AGENCY CODE:		SECTION:

FORM C – CAPITAL OR NON-RECURRING APPROPRIATION REQUEST

DECISION PACKAGE	
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Provide the decision package number issued by the PBF system ("Governor's Request").

TITLE	
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Provide a brief, descriptive title for this request.

AMOUNT	
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How much is requested for this project in FY 2016-17?

BUDGET PROGRAM	
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Identify the associated budget program(s) by name and budget section.

SUMMARY	
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Provide a summary of the project and explain why it is necessary. If the request is related to information security or information technology, explain its relationship to the agency's security or technology plan.

CLASSIFICATION OF FUNDS	
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Is this request in support of a capital project or is it in support of other non-recurring expenditures? If this request is for a capital project, is it included in the agency's CPIP (please include CPIP year and priority)? How does this project rank in priority to all other nonrecurring agency requests?

AGENCY NAME:	
AGENCY CODE:	SECTION:

RELATED REQUEST(S)	
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Is this decision package associated with other decision packages requested by your agency or other agencies this year? Is it associated with a specific capital or non-recurring request?

MATCHING FUNDS	
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Would these funds be matched by federal, institutional, philanthropic, or other resources? If so, identify the source and amount.

FUNDING ALTERNATIVES	
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LONG-TERM PLANNING AND SUSTAINABILITY	
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What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured?

OTHER APPROVALS	
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What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, BCB, etc.)