

From: [John Payne](#)
To: [_STO - Appropriated Contributions](#)
Subject: RE: [External] City of Darlington
Date: Tuesday, November 22, 2022 8:33:03 AM

Thank you, Meg. I appreciate all of your assistance.

John

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, November 21, 2022 5:03 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] City of Darlington

Caution: This message was sent from outside the company. Please do not click links or open attachments unless you **recognize** the sender *and* **verify** the content is safe.

Hi John,

Thank you for sending that. I forwarded the request and supporting documentation to management for review and approval on Friday. Due to the holiday, we should begin processing payments next week. If there are any questions or addition items needed, I will make sure to reach out to you. I hope you have a Happy Thanksgiving as well!

-Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
[803-734-2658](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: John Payne <jpayne@cityofdarlington.com>
Sent: Monday, November 21, 2022 4:14 PM
To: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] City of Darlington

Meg:

Sent last week the registration information from the Secretary of State's Office. Just checking to see if you need anything else from me. Thank you again for all of the assistance. Happy Thanksgiving.

John

John S. Payne, City Manager

City of Darlington
400 Pearl Street
Darlington, SC 29532
843-398-4000



City of Darlington
South Carolina

From: [_STO - Appropriated Contributions](#)
To: [John Payne](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] City of Darlington
Date: Monday, November 21, 2022 5:03:06 PM

Hi John,

Thank you for sending that. I forwarded the request and supporting documentation to management for review and approval on Friday. Due to the holiday, we should begin processing payments next week. If there are any questions or addition items needed, I will make sure to reach out to you. I hope you have a Happy Thanksgiving as well!

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Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

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803-734-2658 | Meg.Romaniello@sto.sc.gov

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Subject: [External] City of Darlington

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John

John S. Payne, City Manager

City of Darlington
400 Pearl Street
Darlington, SC 29532
843-398-4000



City of Darlington
South Carolina

From: [John Payne](#)
To: [Romaniello, Meg](#)
Subject: [External] City of Darlington
Date: Monday, November 21, 2022 4:14:34 PM

Meg:

Sent last week the registration information from the Secretary of State's Office. Just checking to see if you need anything else from me. Thank you again for all of the assistance. Happy Thanksgiving.

John

John S. Payne, City Manager

City of Darlington
400 Pearl Street
Darlington, SC 29532
843-398-4000



City of Darlington
South Carolina

From: [John Payne](#)
To: [Romaniello, Meg](#)
Subject: [External] City of Darlington
Date: Wednesday, November 16, 2022 1:33:13 PM
Attachments: [City of Darlington SOS Registration.pdf](#)

Meg:

Please find attached our new registration with the Secretary of State. Thank you for all of your assistance.

John Payne
City Manager

From: Kim Wickersham <kwickersham@sos.sc.gov>
Sent: Wednesday, November 16, 2022 1:11 PM
To: John Payne <jpayne@cityofdarlington.com>
Subject: C65172083 - City of Darlington

Caution: This message was sent from outside the company. Please do not click links or open attachments unless you **recognize** the sender *and* **verify** the content is safe.

Good afternoon,

Our office has approved your application for exemption. You may notify the funding agency that this has been completed and you will receive your confirmation email tomorrow at 12:30pm. If you need verification prior to that time, feel free to use the search feature on our website using the following link.

[Charity Search](#)

Please let me know if you have any questions.

Kim Wickersham, CPM
Director, Public Charities Division
Office of the Secretary of State
1205 Pendleton St., Suite 525
Columbia, SC 29201

Phone: 803.734.2174

sos.sc.gov

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recipient, you are not authorized to read, copy, retain or distribute this message. If you have received this email in error, please notify the sender immediately by "reply to sender only" email and destroy all electronic and hard copies of the communication, including attachments.

South Carolina
Secretary of State
(<https://sos.sc.gov/>)
Mark Hammond

Search Charities

Charities Search Home

<< Back to Search Results

City of Darlington

Public Id: P74999

John Payne , CEO

400 PEARL ST

DARLINGTON, SC 29532-3815

Status: Exempt. This organization is not required to file annual financial reports. For information about exemptions refer to the **Solicitation of Charitable Funds Act.** (<http://www.scstatehouse.gov/code/t33c056.php>)

[SOS.SC.gov Home \(https://sos.sc.gov/\)](https://sos.sc.gov/) | [Privacy Policy \(https://sos.sc.gov/privacy-policy\)](https://sos.sc.gov/privacy-policy) |

Disclaimer: The South Carolina Secretary of State's Charities Search Webpage is provided as a service to customers to research charitable organizations on file with our office, or that have been the subject of an administrative action. Contact Us (<https://sos.sc.gov/contact-and-feedback>)
Copyright © 2022 South Carolina Secretary of State Users are advised that the Secretary of State, the

From: [_STO - Appropriated Contributions](#)
To: jpayne@cityofdarlington.com
Cc: [_STO - Appropriated Contributions](#)
Subject: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, November 10, 2022 12:15:14 PM

Hello,

In order to process disbursements, it is a requirement for receiving organizations to register with the South Carolina Secretary of State's ("SOS") Office. This includes political subdivision ("PSD") receivers. PSD's after registering with the SC SOC's Office may either receive a registration or a registration exemption (*since they are a governmental entity subject to FOIA*). Therefore, if the:

Receiving organization has not registered or obtained an exemption from the SC SOS's office:

The receiving organization should follow the link below to complete registration or to request a registration exemption. If selecting a registration exemption, local PSDs would select exemption A(6). There is no filing fee for this application.

[Before You File Online | SC Secretary of State](#)

Upon registration or approval of the registration exemption, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter to the SC Treasurer's Office so we can include it with the disbursement request.

-
Receiving organization has a registration on file with the SC SOC's Office or if a registration exemption has been granted by the SC SOC's Office:

Please use the following link to obtain confirmation of your registration or exemption:

<https://search.scsos.com/charities>

An organization that is currently registered will have a status that says "registered." An organization that is currently exempt from registration will have a status that says "exempt." Please provide a copy of the webpage showing your status to the SC Treasurer's Office so we can include it with the disbursement request.

Thank you,
Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | Meg.Romaniello@sto.sc.gov

From: [John Payne](#)
To: [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Monday, November 7, 2022 9:02:42 AM

Meg:

Thank you for your help. I appreciate it.

John

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Friday, November 4, 2022 3:39 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: FY23 Appropriated Contributions Enrollment Packet

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Hi Mr. Payne,

I apologize for the delay in response. I was out of the office for a few days. I haven't been able to fully review it yet but it looks good so far. I am hoping to start those reviews next week.

If I have any questions or need any additional information, I will reach out.

-Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
[803-734-2658](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: John Payne <jpayne@cityofdarlington.com>
Sent: Tuesday, November 1, 2022 4:19 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet

Meg:

Just wanted to check in and make sure that you have everything you need to process this

appropriation for the City of Darlington. Thank you.

John Payne

From: John Payne
Sent: Thursday, October 27, 2022 9:32 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: FY23 Appropriated Contributions Enrollment Packet

Meg:

Please find attached the City of Darlington's completed form for the FY 22-23 Appropriation of \$300,000. If you need anything else, please let me know.

Thank you.

John Payne
City Manager

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 12:29 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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Hello,

The State of South Carolina Fiscal Year 2022-2023 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. Your organization was selected as one of those outside organizations. I have attached 2 files as part of your enrollment packet. Please read the Appropriated Funds Cover Letter first. There you will find important information regarding FY 2022-2023 reporting requirements and guidance on how to complete the Earmarked Appropriations Disbursement Request form.

In order for funds to be disbursed to your organization, you will not only need to submit the Earmarked Appropriations Disbursement Request form but also be registered as a vendor with the State of South Carolina. If you do not have a vendor number, please use the link below to access new vendor registration. If you need to update your vendor information you may also do that from the link below.

<https://procurement.sc.gov/doing-biz/registration>

Once you receive your vendor number or if you already have a vendor number, please include it on the Earmarked Appropriations Disbursement Request form in the "Vendor #" section.

All completed forms should be submitted to the STO - Appropriated Contributions email address listed below.

STO.Appropriated.Contributions@sto.sc.gov

In accordance with Executive Order 2022-19, STO is required to promptly make available for public review and inspection on our website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21. Below is the link to where the information will be available on our website.

<https://treasurer.sc.gov/about-us/transparency/earmark-transparency/>

If you have any questions, please do not hesitate to contact us.

Thank you,
Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#)
To: [John Payne](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Friday, November 4, 2022 3:39:00 PM

Hi Mr. Payne,

I apologize for the delay in response. I was out of the office for a few days. I haven't been able to fully review it yet but it looks good so far. I am hoping to start those reviews next week.

If I have any questions or need any additional information, I will reach out.

-Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

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1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
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From: John Payne <jpayne@cityofdarlington.com>
Sent: Tuesday, November 1, 2022 4:19 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet

Meg:

Just wanted to check in and make sure that you have everything you need to process this appropriation for the City of Darlington. Thank you.

John Payne

From: John Payne
Sent: Thursday, October 27, 2022 9:32 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: FY23 Appropriated Contributions Enrollment Packet

Meg:

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Thank you.

John Payne
City Manager

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 12:29 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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If you have any questions, please do not hesitate to contact us.

Thank you,
Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

803-734-2658 | Meg.Romaniello@sto.sc.gov

From: [John Payne](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Tuesday, November 1, 2022 4:18:58 PM

Meg:

Just wanted to check in and make sure that you have everything you need to process this appropriation for the City of Darlington. Thank you.

John Payne

From: John Payne
Sent: Thursday, October 27, 2022 9:32 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: FY23 Appropriated Contributions Enrollment Packet

Meg:

Please find attached the City of Darlington's completed form for the FY 22-23 Appropriation of \$300,000. If you need anything else, please let me know.

Thank you.

John Payne
City Manager

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 12:29 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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South Carolina Treasurer’s Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

803-734-2658 | Meg.Romaniello@sto.sc.gov

From: [John Payne](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, October 27, 2022 9:32:04 AM
Attachments: [SC FY 2022-2023 Appropriation \\$300,000 City of Darlington.pdf](#)

Meg:

Please find attached the City of Darlington's completed form for the FY 22-23 Appropriation of \$300,000. If you need anything else, please let me know.

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John Payne
City Manager

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Sent: Thursday, October 20, 2022 12:29 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | Meg.Romaniello@sto.sc.gov



State of South Carolina Request for Contribution Distribution

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act of 2022 and Executive Order 2022-19. This form must be submitted to the state agency that is providing the contribution for the designated organization. The state agency providing the contribution should use this form to collect information from the designated organization. The information must be collected from the designated organization before the funds can be disbursed.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$300,000.00	State Treasurer's Office	SC Fiscal Year 2022-2023 Appropriations Act Contributions to Outside Organizations

Organization Information

Entity Name	City of Darlington
Address	PO Box 57
City/State/Zip	Darlington, SC 29532
Website	www.cityofdarlington.com
Tax ID #	
Entity Type	Municipality
Vendor #	

Organization Contact Information

Contact Name	John S. Payne
Position/Title	City Manager
Telephone	843-398-4000
Email	jpayne@cityofdarlington.com

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
Beautification, painting, awnings, exterior enhancements of downtown buildings	\$100,000.00	Enhance the Public Square to entice greater city economic development
Splash pad at Sergeant Terrance Carraway Park	\$100,000.00	Build splash pad for public to enjoy on city's southside at a popular park
Splash pad at Hampton Street Park	\$100,000.00	Build splash pad for public to enjoy on city's north side at a popular park
Grand Total	\$300,000.00	

Please explain how these funds will be used to provide a public benefit:

The City's center of commerce, the Public Square, has a new judicial center being built. These funds will compliment the new government facility and greatly benefit the public by allowing the City to partner with business owners to entice them to make much needed facade enhancements to increase economic development. The city will leverage these monies with a match requirement of 1:1 to a maximum \$5,000 per business (up to 20 businesses). Therefore if a business owner spends \$5,000, the City will match it to \$5,000 and double the state's appropriation. These enhancements will only be allowed on the business fronts facing the public's view. The two splash pads will be built using a portion of this appropriation and matching it with local hospitality tax funds that will also leverage the monies. Sergeant Terrance Carraway was a local police officer who lost his life in the line of duty; the park is in his honor as he was very active with local childrens' sports. Hampton Street Park is our most utilized park and attracts people from all over the city. The splash pads will greatly enhance the public's quality of life and be a valuable benefit.

Organization Certifications

- 1) Organization hereby gives assurance that no person shall, upon the grounds of race, creed, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity for which this organization is responsible.
- 2) Organization certifies that it will provide quarterly spending reports to the Agency Providing Contribution listed above.
- 3) Organization certifies that it will provide an accounting at the end of the fiscal year to the Agency Providing Contribution listed above.
- 4) Organization certifies that it will allow the State Auditor to audit or cause to be audited the contributed funds.


Organization Signature

John S. Payne
Printed Name

City Manager
Title

10/27/2022
Date

Certifications of State Agency Providing Contribution

- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act of 2022.
- 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
- 3) State Agency certifies that it will make distributions directly to the organization.
- 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2023.
- 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
- 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2023.

Agency Head Signature

Date

Printed Name

Communication Log

Date: 10/20/2022

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called John Payne with the City of Darlington regarding a voicemail she received from him. Meg and Mr. Payne spoke about the disbursement request. He asked how detailed he needed to be in the budget section and if there were any restrictions on how the funds were spent. Meg stated that she would double check about the restrictions but informed him that he did have to follow Proviso 117.21's guidelines. Regarding the budget section this would be their preliminary budget and he didn't have to be extremely detailed, but a general idea of how and what the funds were being spent on would be best. He requested that she respond to his email he sent when she received any additional information so that way he would have written documentation. Meg agreed that she would and reminded him that according to the Executive Order their communications would be available on the agency website as well. In conclusion Meg told Mr. Payne that he is welcome to contact her if there were any additional questions.

From: [John Payne](#)
To: [Romaniello, Meg](#)
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, October 20, 2022 2:57:32 PM

Meg:

Please call me at [REDACTED] to discuss this and filling out the forms. Thank you.

John Payne
Darlington City Manager

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 12:29 PM
To: John Payne <jpayne@cityofdarlington.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

Caution: This message was sent from outside the company. Please do not click links or open attachments unless you **recognize** the sender *and* **verify** the content is safe.

Hello,

The State of South Carolina Fiscal Year 2022-2023 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. Your organization was selected as one of those outside organizations. I have attached 2 files as part of your enrollment packet. Please read the Appropriated Funds Cover Letter first. There you will find important information regarding FY 2022-2023 reporting requirements and guidance on how to complete the Earmarked Appropriations Disbursement Request form.

In order for funds to be disbursed to your organization, you will not only need to submit the Earmarked Appropriations Disbursement Request form but also be registered as a vendor with the State of South Carolina. If you do not have a vendor number, please use the link below to access new vendor registration. If you need to update your vendor information you may also do that from the link below.

<https://procurement.sc.gov/doing-biz/registration>

Once you receive your vendor number or if you already have a vendor number, please include it on the Earmarked Appropriations Disbursement Request form in the "Vendor #" section.

All completed forms should be submitted to the STO - Appropriated Contributions email address listed below.

STO.Appropriated.Contributions@sto.sc.gov

In accordance with Executive Order 2022-19, STO is required to promptly make available for public review and inspection on our website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21. Below is the link to where the information will be available on our website.

<https://treasurer.sc.gov/about-us/transparency/earmark-transparency/>

If you have any questions, please do not hesitate to contact us.

Thank you,
Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | Meg.Romaniello@sto.sc.gov

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from PAYNE JOHN ([REDACTED]) on 10/20/22 2:55 PM for 8037342658
Date: Thursday, October 20, 2022 2:57:03 PM
Attachments: [REDACTED] [-102022-145552-8037342658-874264-1.wav](#)



Voice Message from PAYNE JOHN ([REDACTED]) on 10/20/22 2:55 PM (29 second msg)

MESSAGE:

" Hi, Meg, my name is John Payne and I'm with the City of Darlington on the City Manager. I got your email about \$300000 appropriated to us and knew it was coming but I didn't know when I've got a question about filling out the form would you please call me and I'm at [REDACTED], it is Thursday afternoon and it's about 255. Thank you."

There are 0 new and 0 old messages in your mailbox.

From: [STO - Appropriated Contributions](#)
To: jpayne@cityofdarlington.com
Cc: [STO - Appropriated Contributions](#)
Subject: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, October 20, 2022 12:29:24 PM
Attachments: [STO Appropriated Funds Cover Letter - City of Darlington.pdf](#)
[Earmarked Appropriations Disbursement Request form updated.xlsx](#)

Hello,

The State of South Carolina Fiscal Year 2022-2023 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. Your organization was selected as one of those outside organizations. I have attached 2 files as part of your enrollment packet. Please read the Appropriated Funds Cover Letter first. There you will find important information regarding FY 2022-2023 reporting requirements and guidance on how to complete the Earmarked Appropriations Disbursement Request form.

In order for funds to be disbursed to your organization, you will not only need to submit the Earmarked Appropriations Disbursement Request form but also be registered as a vendor with the State of South Carolina. If you do not have a vendor number, please use the link below to access new vendor registration. If you need to update your vendor information you may also do that from the link below.

<https://procurement.sc.gov/doing-biz/registration>

Once you receive your vendor number or if you already have a vendor number, please include it on the Earmarked Appropriations Disbursement Request form in the "Vendor #" section.

All completed forms should be submitted to the STO - Appropriated Contributions email address listed below.

STO.Appropriated.Contributions@sto.sc.gov

In accordance with Executive Order 2022-19, STO is required to promptly make available for public review and inspection on our website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21. Below is the link to where the information will be available on our website.

<https://treasurer.sc.gov/about-us/transparency/earmark-transparency/>

If you have any questions, please do not hesitate to contact us.

Thank you,
Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | Meg.Romaniello@sto.sc.gov

10/20/2022

John Payne
City of Darlington
225 Pearl Street
Darlington SC 29532

RE: State Appropriated Contributions, FY 22-23 Reporting Requirements

Dear John Payne:

The State of South Carolina Fiscal Year 2022-2023 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. The amount below indicates the funds which have been allotted in our agency's budget for your organization.

<u>Organization receiving appropriated funds:</u>	<u>Amount</u>
City of Darlington	\$300,000.00

Budget Proviso 117.21 outlines reporting requirements for recipients of appropriated contributions. In addition, please note that Section 11-9-110 of the South Carolina Code requires that you agree to be audited by the State Auditor. (A copy of these applicable laws is attached for your convenience.)

Please see enclosed Excel workbook for data we must collect to be able to disburse these funds. This initial report, along with other information as detailed within the Instructions, must be submitted in electronic format to STO prior to funds being dispersed. After the funds have been dispersed, you must also file quarterly reports in addition to a year-end report with STO by **June 30, 2023** via a format to be provided prior to that date. Your submissions will be forwarded to the Chairman of the Senate Finance Committee, the Chairman of the House Ways and Means Committee, and the Executive Budget Office by the STO. Per Governor McMaster's Executive Order, any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 will be made available for public review and inspection on the STO website.

Please note that to be paid by the State of South Carolina, you must be a registered vendor of the State. If you are not already a registered vendor, please see <https://procurement.sc.gov/doing-biz/registration> to complete this required task. Once known, please ensure you include your State of SC vendor number on the enclosed Earmarked Appropriations Disbursement Request form when you return it to the STO.

Should you have any questions or concerns, please do not hesitate to email the Division of Treasury Management at STO.Appropriated.Contributions@sto.sc.gov. We look forward to working with you.

Sincerely,



Meg Romaniello | Accounting/Fiscal Manager II
South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Office Building
Columbia, SC 29201

**SOUTH CAROLINA OFFICE OF THE STATE TREASURER
APPROPRIATED CONTRIBUTIONS REPORTING REQUIREMENTS**

INSTRUCTIONS

The South Carolina General Assembly tasked the South Carolina Office of State Treasurer (STO) with distributing appropriated contributions to your organization. State Budget Proviso 117.21 mandates that each organization receiving a contribution render to the state agency making the contribution specific information.

The information collection process will take place in multiple parts, Earmarked Appropriations Disbursement Request form and Quarterly Expenditure Reports. All responses submitted by your organization should be provided to the STO via STO.Appropriated.Contributions@sto.sc.gov. If your organization was appropriated contributions for more than one purpose, please complete **separate** forms and reports for **each project**.

The Earmarked Appropriations Disbursement Request form is due to STO prior to funds being dispersed.

The Quarterly Expenditure Reports are due to STO every quarter after receiving the funds. Should the initiative continue beyond June 30, 2022, the organization must continue to provide a quarterly report until completion.

All responses should reflect the actual expenditures made by the organization as compared to the appropriated funds provided by STO.

Applicable Law on Reporting Responsibilities

(For additional information, see the document entitled, Law Related to Appropriated Contributions)

Proviso 117.21 requires the following:

- The funds appropriated in this act for contributions ***shall not be disbursed*** until a plan of how the state funds will be spent and how the expenditures will provide a public benefit are filed with the appropriate state agency.
- No funds in this act shall be disbursed to organizations or purposes which practice discrimination against persons by virtue of race, creed, color or national origin.
- After receiving the funds, organizations shall provide quarterly spending updates to the respective state agency.
- After all state funds have been expended, each organization shall provide an accounting of how the funds were spent.
- State agencies receiving such data from organizations shall forward the information to the Executive Budget Office, the Chairman of the Senate Finance Committee, and the Chairman of the House Ways and Means Committee.

Law Related to Appropriated Contributions

Proviso 117.21. GP: Organizations Receiving State Appropriations Report

Each state agency receiving funds that are a direct appropriation to a non-profit organization, prior to disbursing the funds, shall require from each recipient organization:

1. a plan of how the state funds will be spent and
2. how the expenditures will provide a public benefit.

The Executive Budget Office, Department of Administration shall provide each state agency with a standard form for collecting the information required.

After receiving the funds, non-profit organizations shall provide **quarterly** spending updates to the respective state agency.

After all state funds have been expended, each organization shall provide an accounting of how the funds were spent.

State agencies receiving funds pursuant to this provision shall report the information collected to the Executive Budget Office, the Chairman of the Senate Finance Committee, and the Chairman of the House Ways and Means Committee by **June 30th**.

No funds in this act shall be disbursed to organizations or purposes which practice discrimination against persons by virtue of race, creed, color or national origin.

Executive Order No. 2022-19 Section 1. C.

I hereby order and direct, pursuant to article IV, section 17 of the South Carolina Constitution and sections 1-1-840 and 1-3-10 of the South Carolina Code of Laws, that any Executive Branch agency or department, as further defined herein, that receives earmarked appropriations, as further defined herein, in the annual Appropriations Act shall promptly make available for public review and inspection on the agency or department's website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21.

SECTION 11-9-110. Organization to which contribution is appropriated to submit statement to Executive Budget Office and the Revenue and Fiscal Affairs Office as to nature and function of organization and use of contribution.

Each organization to which a contribution is made in the contributions section of the general appropriation bill shall submit to the Executive Budget Office and the Revenue and Fiscal Affairs Office by the end of the applicable fiscal year a detailed statement explaining the nature and function of the organization as well as a detailed statement explaining the use that was made of the contribution. The statements must be available at the office of the Executive Budget Office and the Revenue and Fiscal Affairs Office for public inspection and given to a member of the General Assembly upon request.

A contribution must not be made to an organization until it agrees in writing to allow the State Auditor to audit or cause to be audited the contributed funds.

**State of South Carolina Request for Contribution Distribution**

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act of 2022 and Executive Order 2022-19. This form must be submitted to the state agency that is providing the contribution for the designated organization. The state agency providing the contribution should use this form to collect information from the designated organization. The information must be collected from the designated organization before the funds can be disbursed.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose

Organization Information	
Entity Name	
Address	
City/State/Zip	
Website	
Tax ID #	
Entity Type	
Vendor #	

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
Grand Total	\$0.00	

Please explain how these funds will be used to provide a public benefit:

- Organization Certifications**
- 1) Organization hereby gives assurance that no person shall, upon the grounds of race, creed, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity for which this organization is responsible.
 - 2) Organization certifies that it will provide quarterly spending reports to the Agency Providing Contribution listed above.
 - 3) Organization certifies that it will provide an accounting at the end of the fiscal year to the Agency Providing Contribution listed above.
 - 4) Organization certifies that it will allow the State Auditor to audit or cause to be audited the contributed funds.

Organization Signature _____ Title _____

Printed Name _____ Date _____

- Certifications of State Agency Providing Contribution**
- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act of 2022.
 - 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
 - 3) State Agency certifies that it will make distributions directly to the organization.
 - 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2023.
 - 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
 - 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2023.

Agency Head Signature _____ Date _____

Printed Name _____

