

From: pbrown@marionsc.gov
To: [_STO - Appropriated Contributions](#)
Subject: [External] Quarterly report
Date: Monday, January 23, 2023 9:43:49 AM
Attachments: [garden club.pdf](#)

See attached quarterly report.

Patricia T. Brown
City Treasurer
City of Marion
843-423-5961
pbrown@marionsc.gov



State of South Carolina Contribution Expenditure Report

This form is designed to collect the quarterly and annual expenditure reports 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 to the designation organization at the end of year quarter and by June 30, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
90,000	Office of State Treasurer (STO)	Marion Garden Club Beautification Projects ; Francis Marion Plaza Projects

Organization Information

Entity Name	City of Marion
Address	PO Box 1190
City/State/Zip	Marion, SC 29571
Website	www.marionsc.gov
Tax ID#	57-6001075
Entity Type	Municipality

Organization Contact Information

Name	Patricia Brown
Position/Title	City Treasurer
Telephone	843-423-5961
Email	pbrown@marionsc.gov

Reporting Period

Reporting Period	
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Accounting of how the funds have been spent:

Description	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
Marion Garden Club Beautification Projects	50,000		0			\$0.00	50,000
						\$0.00	\$0.00
Francis Marion Plaza Project	40,000		0			\$0.00	40,000
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Grand Total	90,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	90,000

Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :

Expenditure Certification

The Organization certifies that the funds have been expended in accordance with the Plan provided to the Agency Providing the Distribution and for a public purpose.

Patricia T. Brown
Signature
Patricia T. Brown
Printed Name

City Treasurer
Title
1/23/23
Date

Communication Log

Date: 1/20/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Patricia Brown regarding her voicemail. They discussed if the funds should be treated similarly to their other grants and agreed that doing so would be best. Ms. Brown also stated that she had seen the email about the quarterly report and would be working on it today or Monday. Meg stated that was fine and provided guidance on how to complete it since it was their first report.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from MARION CITY OF (843-423-5961) on 1/19/23 10:19 AM for 8037342658
Date: Thursday, January 19, 2023 10:21:25 AM
Attachments: [8434235961-011923-101958-8037342658-904041-1.wav](#)



Voice Message from MARION CITY OF (843-423-5961) on 1/19/23 10:19 AM
(32 second msg)

MESSAGE:

" Good morning Meg. This is Patricia Brown with the City of Marion. If you could give me a call at 843-423-5961. I need to ask you a couple of questions about the money that we received and 90000 on the beautiful location. Again. This is Patricia Brown at 843-423-5961. Thank you."

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

From: [_STO - Appropriated Contributions](#)
To: aammons@marionsc.gov; pbrown@marionsc.gov
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Friday, January 6, 2023 10:00:49 AM

Good morning,

This is a reminder about your quarterly update that is due soon.

Please update and submit the quarterly expenditure report to STO.Appropriated.Contributions@sto.sc.gov by the 15th of the month following the end of each quarter.

Q2 (ending 12/31/22) update due date: 1/15/23

If you have any questions, please do not hesitate to reach out to me.

-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: [Romaniello, Meg](#)
To: "Patricia Brown"
Cc: [STO - Appropriated Contributions](#); egray@marionsc.gov; "Alan Ammons"; [Lucas Atkinson](#); [Frazier, Edward](#)
Subject: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Friday, December 23, 2022 8:30:57 AM
Attachments: [Appropriated Grants Letter - City of Marion.pdf](#)
[Quarterly Expenditure Report.xlsx](#)

Hello,

Please see attached for your payment confirmation letter.

I have also included your quarterly expenditure report spreadsheet that you will use.

Below is the schedule of when quarterly reports are due. Your first quarterly report will be due **January 15, 2023**.

Quarterly Update Schedule				
Time Frame	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30
Due Date	10/15	1/15	4/15	7/15

* Quarterly Update requirement continues until all funds have been spent.

I understand that since funds are just being received your organization may not have any expenditures to report for the first two quarters. If that is the case, you will put zeros in the expenditure section with the quarters that had no expenses.

If you have any questions or issues with the spreadsheet, please do not hesitate to reach out.

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



THE HONORABLE CURTIS M. LOFTIS, JR.
State Treasurer

December 23, 2022

Patricia Brown
City of Marion
P.O. Box 1190
Marion, South Carolina 29571

Dear Patricia Brown:

Thank you for submitting the required documentation outlined in Budget Proviso 117.21 to receive funds from the Appropriations Act. An ACH payment has been processed for \$90,000 representing your organization's appropriated contributions. In accordance with Budget Proviso 117.21, you will now need to submit quarterly updates on funds spent. A schedule has been provided below for your reference. Your first quarterly report will be due January 15, 2023.

Quarterly Update Schedule				
Time Frame	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30
Due Date	10/15	1/15	4/15	7/15

* Quarterly Update requirement continues until all funds have been spent.

The template for the quarterly reports is attached. If your organization has multiple appropriated contributions, each contribution will need a quarterly report. All completed reports should be submitted via email to STO.Appropriated.Contributions@sto.sc.gov.

Should you have any questions, please email me at the address above or call me at (803)734-2658.

Sincerely,

A handwritten signature in blue ink, appearing to read "Meg Romaniello", is written over a light blue horizontal line.

Meg Romaniello
Accounting/Fiscal Manager II



State of South Carolina Contribution Expenditure Report

This form is designed to collect the quarterly and annual expenditure reports 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 to the designation organization at the end of year quarter and by June 30, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose

Organization Information

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

Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

Reporting Period

Reporting Period	
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Accounting of how the funds have been spent:

Description	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Grand Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :

Expenditure Certification

The Organization certifies that the funds have been expended in accordance with the Plan provided to the Agency Providing the Distribution and for a public purpose.

Signature

Title

Printed Name

Date



State of South Carolina Contribution Expenditure Report

This form is designed to collect the quarterly and annual expenditure reports 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 to the designation organization at the end of year quarter and by June 30, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose

Organization Information

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

Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

Reporting Period

Reporting Period	
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Accounting of how the funds have been spent:

Description	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Grand Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :

Expenditure Certification

The Organization certifies that the funds have been expended in accordance with the Plan provided to the Agency Providing the Distribution and for a public purpose.

Signature

Title

Printed Name

Date

From: egray@marionsc.gov
To: [Romaniello, Meg](#); "[Patricia Brown](#)"; "[Alan Ammons](#)"
Cc: [_STO - Appropriated Contributions](#)
Subject: [External] RE: Status check for Secretary of State's Office registration/exemption
Date: Tuesday, December 13, 2022 11:27:07 AM

Good Morning, Meg!

The SOS Office has approved the updates to our account.
Please let me know if you need a copy of the letter.

Thanks!
Elizabeth

Elizabeth Gray

Personnel/Purchasing Director
City of Marion

From: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Sent: Monday, December 12, 2022 4:58 PM
To: egray@marionsc.gov; Patricia Brown <pbrown@marionsc.gov>; Alan Ammons <aammons@marionsc.gov>
Cc: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Status check for Secretary of State's Office registration/exemption
Importance: High

Good afternoon,

At this time, your organization appears to still be showing as "Expired" with the South Carolina Secretary of State's ("SOS") Office. I wanted to reach out to see if you had been able to get in contact with Kim Wickersham, Director of the Public Charities Division with the SOS. Kim will be able to assist with getting your account updated so that I can move your request forward for review/approval and payment. I have included her contact information below in case you need it. Once your account has been updated, please let me know.

kwickersham@sos.sc.gov
803-734-2174

If you have any questions, please do not hesitate to 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: [Romaniello, Meg](#)
To: egray@marionsc.gov; [Patricia Brown](#); [Alan Ammons](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: Status check for Secretary of State's Office registration/exemption
Date: Monday, December 12, 2022 4:57:47 PM
Importance: High

Good afternoon,

At this time, your organization appears to still be showing as "Expired" with the South Carolina Secretary of State's ("SOS") Office. I wanted to reach out to see if you had been able to get in contact with Kim Wickersham, Director of the Public Charities Division with the SOS. Kim will be able to assist with getting your account updated so that I can move your request forward for review/approval and payment. I have included her contact information below in case you need it. Once your account has been updated, please let me know.

kwickersham@sos.sc.gov
803-734-2174

If you have any questions, please do not hesitate to 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: egray@marionsc.gov
To: [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, December 8, 2022 10:07:32 AM
Attachments: [Request for Contrib Dist. City of Marion.pdf](#)

Please see attached corrected form – Thanks! Elizabeth

Elizabeth Gray

Personnel/Purchasing Director
City of Marion

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Wednesday, December 7, 2022 4:58 PM
To: egray@marionsc.gov
Cc: Patricia Brown <pbrown@marionsc.gov>; Alan Ammons <aammons@marionsc.gov>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: FY23 Appropriated Contributions Enrollment Packet

Thank you Elizabeth!

I did a quick review and noticed there was an area that will need to be updated.
I noticed that Ms. Brady signed in the Agency Head Signature section but that section is for the state agency head rather than the organization.
Once that area has been updated and your Secretary of State registration has been updated, I can move it forward for review and approval.

If you have any additional questions, please do not hesitate to 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: egray@marionsc.gov <egray@marionsc.gov>
Sent: Wednesday, December 7, 2022 12:15 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Patricia Brown <pbrown@marionsc.gov>; Alan Ammons <aammons@marionsc.gov>
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet

Good Morning,

Please see attached Request for Appropriated Contribution Distribution.
Let me know if you have any questions or need additional information.

Thanks!
Elizabeth

Elizabeth Gray

Personnel/Purchasing Director
City of Marion

From: pbrown@marionsc.gov <pbrown@marionsc.gov>
Sent: Tuesday, November 22, 2022 11:21 AM
To: egray@marionsc.gov
Subject: FW: FY23 Appropriated Contributions Enrollment Packet

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, November 17, 2022 11:19 AM
To: pbrown@marionsc.gov
Cc: aammons@marionsc.gov; _STO - Appropriated Contributions
<STO.Appropriated.Contributions@sto.sc.gov>
Subject: FW: FY23 Appropriated Contributions Enrollment Packet

Hi Ms. Brown,

This is the first email we discussed with the Cover Letter and the disbursement request form.
If you have any questions, please do not hesitate to email or call me.

-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: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 11:07 AM

To: aammons@marionsc.gov

Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>

Subject: FY23 Appropriated Contributions Enrollment Packet

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

**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
\$90,000.00	Office of the State Treasurer (STO)	Marion Garden Club Beautification Projects, Francis Marion Plaza Project

Organization Information	
Entity Name	City of Marion
Address	P O Box 1190
City/State/Zip	Marion, SC 29571
Website	www.marionsc.gov
Tax ID #	57-6001075
Entity Type	Municipality
Vendor #	7000030157

Organization Contact Information	
Contact Name	Patricia Brown
Position/Title	City Treasurer
Telephone	843-423-5961
Email	pbrown@marionsc.gov

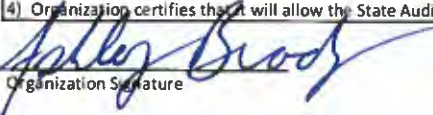
Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
Marion Garden Club Beautification Projects	\$50,000.00	Current and planned projects to promote gardening, preserve and restore historic gardens, conserve and protect natural resources, and civic beautification to promote economic development and community pride.
Francis Marion Plaza Project	\$40,000.00	Maintain and add new plantings and lighting on Francis Marion Plaza in support of the City's sidewalk work and fountain restoration
Grand Total	\$90,000.00	

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

The City of Marion and Marion Garden Clubs (the Azalea Garden Club and the Daphne Garden Club) plan to build upon the recently renewed sense of pride and enthusiasm following the opening of Amazing Grace Park in memory of Senator Clemente Pinckney, to attract more visitors, businesses, and permanent residents to Marion.

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

Ashley Brady
Printed Name

Mayor
Title
8-Dec-22
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

From: [_STO - Appropriated Contributions](#)
To: egray@marionsc.gov
Cc: [Patricia Brown](#); [Alan Ammons](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Wednesday, December 7, 2022 4:57:50 PM

Thank you Elizabeth!

I did a quick review and noticed there was an area that will need to be updated.

I noticed that Ms. Brady signed in the Agency Head Signature section but that section is for the state agency head rather than the organization.

Once that area has been updated and your Secretary of State registration has been updated, I can move it forward for review and approval.

If you have any additional questions, please do not hesitate to 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 | Meg.Romaniello@sto.sc.gov

From: egray@marionsc.gov <egray@marionsc.gov>
Sent: Wednesday, December 7, 2022 12:15 PM
To: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Cc: [Patricia Brown](#) <pbrown@marionsc.gov>; [Alan Ammons](#) <aammons@marionsc.gov>
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet

Good Morning,

Please see attached Request for Appropriated Contribution Distribution.
Let me know if you have any questions or need additional information.

Thanks!
Elizabeth

Elizabeth Gray
Personnel/Purchasing Director
City of Marion

From: pbrown@marionsc.gov <pbrown@marionsc.gov>
Sent: Tuesday, November 22, 2022 11:21 AM
To: egrav@marionsc.gov
Subject: FW: FY23 Appropriated Contributions Enrollment Packet

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, November 17, 2022 11:19 AM
To: pbrown@marionsc.gov
Cc: aammons@marionsc.gov; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FW: FY23 Appropriated Contributions Enrollment Packet

Hi Ms. Brown,

This is the first email we discussed with the Cover Letter and the disbursement request form. If you have any questions, please do not hesitate to email or call me.

-Meg

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

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

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 11:07 AM
To: aammons@marionsc.gov
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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: egray@marionsc.gov
To: [_STO - Appropriated Contributions](#)
Cc: [Patricia Brown](#); [Alan Ammons](#)
Subject: [External] RE: FY23 Appropriated Contributions Enrollment Packet
Date: Wednesday, December 7, 2022 12:14:54 PM
Attachments: [City of Marion Earmarked Appropriations.pdf](#)

Good Morning,

Please see attached Request for Appropriated Contribution Distribution.
Let me know if you have any questions or need additional information.

Thanks!
Elizabeth

Elizabeth Gray
Personnel/Purchasing Director
City of Marion

From: pbrown@marionsc.gov <pbrown@marionsc.gov>
Sent: Tuesday, November 22, 2022 11:21 AM
To: egray@marionsc.gov
Subject: FW: FY23 Appropriated Contributions Enrollment Packet

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, November 17, 2022 11:19 AM
To: pbrown@marionsc.gov
Cc: aammons@marionsc.gov; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FW: FY23 Appropriated Contributions Enrollment Packet

Hi Ms. Brown,

This is the first email we discussed with the Cover Letter and the disbursement request form.
If you have any questions, please do not hesitate to email or call me.

-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](mailto:Meg.Romaniello@sto.sc.gov)

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, October 20, 2022 11:07 AM
To: aammons@marionsc.gov
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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

**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
\$90,000.00	Office of the State Treasurer (STO)	Marion Garden Club Beautification Projects; Francis Marion Plaza Project

Organization Information

Entity Name	City of Marion
Address	P O Box 1190
City/State/Zip	Marion, SC 29571
Website	www.marionsc.gov
Tax ID #	57-6001075
Entity Type	Municipality
Vendor #	7000030157

Organization Contact Information

Contact Name	Patricia Brown
Position/Title	City Treasurer
Telephone	843-423-5961
Email	pbrown@marionsc.gov

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
Marion Garden Club Beautification Projects	\$50,000.00	Current and planned projects to promote gardening, preserve and restore historic gardens, conserve and protect natural resources, and civic beautification to promote economic development and community pride.
Francis Marion Plaza Project	\$40,000.00	Maintain and add new plantings and lighting on Francis Marion Plaza in support of the City's sidewalk work and fountain restoration.
Grand Total	\$90,000.00	

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

The City of Marion and Marion Garden Clubs (the Azalea Garden Club and the Daphne Garden Club) plan to build upon the recently renewed sense of pride and enthusiasm following the opening of Amazing Grace Park in memory of Senator Clemente Pinckney, to attract more visitors, businesses, and permanent residents to Marion.

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.

Patricia P. Brown
Organization Signature

City Treasurer
Title

Patricia Brown
Printed Name

6-Dec-22
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.

Ashley Brady
Agency Head Signature

6 Dec 22
Date

Ashley Brady
Printed Name

From: [_STO - Appropriated Contributions](#)
To: pbrown@marionsc.gov
Cc: aammons@marionsc.gov; [_STO - Appropriated Contributions](#)
Subject: FW: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, November 17, 2022 11:21:20 AM

Hi Ms. Brown,

This is the second email we discussed about the Secretary of State registration.
If you have any questions, please do not hesitate to email or call me.

-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 <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, November 10, 2022 11:50 AM
To: aammons@marionsc.gov
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Disbursement Requirement: Registration with Secretary of State's Office

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. Your organization appears to already have registered, but it is showing as "Expired". Kim Wickersham, Director of the Public Charities Division with the SOS, stated that if you email her, she can update the email address associated with password reset and provide specific instructions for your account. Kim's contact information is listed below.

kwickersham@sos.sc.gov
803-734-2174

Once your account has been updated, please let me know.

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: pbrown@marionsc.gov
Cc: aammons@marionsc.gov; [_STO - Appropriated Contributions](#)
Subject: FW: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, November 17, 2022 11:19:13 AM
Attachments: [STO Appropriated Funds Cover Letter - City of Marion.pdf](#)
[Earmarked Appropriations Disbursement Request form updated.xlsx](#)

Hi Ms. Brown,

This is the first email we discussed with the Cover Letter and the disbursement request form.
If you have any questions, please do not hesitate to email or call me.

-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

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Sent: Thursday, October 20, 2022 11:07 AM
To: aammons@marionsc.gov
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Enrollment Packet

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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

Alan Ammons
City of Marion
P.O. Box 1190
Marion, SC 29571

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

Dear Alan Ammons:

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 Marion	\$90,000.00

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.

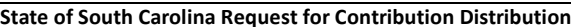
Executive Order No. 2022-19 Section 1. C.

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.



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.

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.
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- 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 _____

Governing Board and Executive Officer - Nonprofit Organizations Only

For nonprofit organizations only, provide below the names of the individuals who serve on your organization's governing board and, if applicable, their board position. Please also provide the name and title of your organization's executive officer.

[illegible]

Your Organization's Executive Officer	
Name	Title

Communication Log

Date: 11/17/2022

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Patricia Brown in regard to the voicemail about the earmarked disbursement request form. They discussed that the funds had not been dispersed since the appropriate documentation had not been received nor was the Secretary of State registration updated. Meg confirmed Patricia's email address and stated that she would send the two emails that had been sent to Mr. Ammons over after their call. Meg also went through both emails and the form to give Patricia a brief description. Meg told Patricia if they had any questions that they could either email or call her and she would be happy to assist.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from MARION CITY OF (843-423-5961) on 11/17/22 10:31 AM for 8037342658
Date: Thursday, November 17, 2022 10:33:44 AM
Attachments: [8434235961-111722-103153-8037342658-884449-1.wav](#)



Voice Message from MARION CITY OF (843-423-5961) on 11/17/22 10:31 AM
(42 second msg)

MESSAGE:

" Meg good morning. This is Patricia Brown with the City of Marietta and maybe in South Carolina. If you could give me a call at area code 843-423-5961. This is in regards to some funds that the city should be receiving we haven't received anything about this. So if you could give me a call. I would appreciate it. Again. This is Patricia Brown at 843-423-5961. Thank you."

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

From: [_STO - Appropriated Contributions](#)
To: aammons@marionsc.gov
Cc: [_STO - Appropriated Contributions](#)
Subject: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, November 10, 2022 11:50:24 AM

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. Your organization appears to already have registered, but it is showing as "Expired". Kim Wickersham, Director of the Public Charities Division with the SOS, stated that if you email her, she can update the email address associated with password reset and provide specific instructions for your account. Kim's contact information is listed below.

kwickersham@sos.sc.gov
803-734-2174

Once your account has been updated, please let me know.

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: aammons@marionsc.gov
Cc: [_STO - Appropriated Contributions](#)
Subject: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, October 20, 2022 11:07:05 AM
Attachments: [STO Appropriated Funds Cover Letter - City of Marion.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>

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

STO.Appropriated.Contributions@sto.sc.gov

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<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

Alan Ammons
City of Marion
P.O. Box 1190
Marion, SC 29571

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

Dear Alan Ammons:

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 Marion	\$90,000.00

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.)

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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.

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Applicable Law on Reporting Responsibilities

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

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- 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.
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Law Related to Appropriated Contributions

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2. how the expenditures will provide a public benefit.

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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.

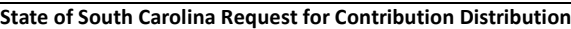
Executive Order No. 2022-19 Section 1. C.

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.



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 _____

Governing Board and Executive Officer - Nonprofit Organizations Only

For nonprofit organizations only, provide below the names of the individuals who serve on your organization's governing board and, if applicable, their board position. Please also provide the name and title of your organization's executive officer.

[illegible]

Your Organization's Executive Officer	
Name	Title