

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] RE: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**Date:** Wednesday, February 15, 2023 3:54:53 PM

---

Yes you can. I had some organizations do that for their Q2 report.  
Your reporting period would be Quarter 3 for your first report, but you can put amounts that you spent towards the projects that may have occurred in Q1 and Q2 in their respective columns.

-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:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, February 15, 2023 3:25 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] RE: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information

Thank you, Meg!

Quick Question: can we tally items purchased for Downtown Revitalization prior to today's date, into our expenditure request? Forgive me, this is our first earmark, and I want no errors going up to you.

Cyndi Gawronski

Town of Winnsboro

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Wednesday, February 15, 2023 3:04 PM  
**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson <[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information

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

**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** [External] RE: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**Date:** Wednesday, February 15, 2023 3:25:28 PM

---

Thank you, Meg!

Quick Question: can we tally items purchased for Downtown Revitalization prior to today's date, into our expenditure request? Forgive me, this is our first earmark, and I want no errors going up to you.

Cyndi Gawronski

Town of Winnsboro

---

**From:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Sent:** Wednesday, February 15, 2023 3:04 PM  
**To:** Jason Taylor <Jason.Taylor@townofwinnsboro.sc.gov>; Christopher Clauson <Chris.Clauson@townofwinnsboro.sc.gov>; Cyndi Gawronski <Cyndi.Gawronski@townofwinnsboro.sc.gov>  
**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information

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

**From:** [Cristina Guillermo](#)  
**To:** [\\_STO - Appropriated Contributions](#); [Joy Huber](#); [Joe Elmore](#)  
**Subject:** [External] Fwd: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**Date:** Wednesday, February 15, 2023 3:15:30 PM  
**Attachments:** [Appropriated Grants Letter - Charleston Animal Society.pdf](#)  
[Quarterly Expenditure Report.xlsx](#)

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Meg,

Thank you so much for the confirmation! We'll follow up in April with the report as requested.

Cristina

----- Forwarded message -----

**From:** **\_STO - Appropriated Contributions** <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Date:** Wed, Feb 15, 2023 at 3:01 PM  
**Subject:** FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**To:** [Jelmore@CharlestonAnimalSociety.org](mailto:jelmore@charlestonanimalsociety.org) <[jelmore@charlestonanimalsociety.org](mailto:jelmore@charlestonanimalsociety.org)>, Cristina Guillermo <[cguillermo@charlestonanimalsociety.org](mailto:cguillermo@charlestonanimalsociety.org)>  
**Cc:** **\_STO - Appropriated Contributions** <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

Hello,

Please see attached for your payment confirmation letter.

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



**THE HONORABLE CURTIS M. LOFTIS, JR.**  
State Treasurer

February 15, 2023

Joe Elmore  
Charleston Animal Society  
2455 Remount Road,  
North Charleston, South Carolina 29406

Dear Joe Elmore:

Thank you for submitting the required documentation outlined in Budget Proviso 117.21 to receive funds from the Appropriations Act. A payment has been processed for \$500,000 representing your organization's appropriated contribution. You should receive a check (145677524) in the mail separately from this notification. 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 April 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](mailto: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".

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	
------------------	--

### 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	
------------------	--

### Accounting of how the funds have been spent:

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

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### 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:** [\\_STO - Appropriated Contributions](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov); [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov);  
[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**Date:** Wednesday, February 15, 2023 3:04:26 PM  
**Attachments:** [Appropriated Grants Letter - Town of Winnsboro - Main Street Revitalization.pdf](#)  
[Quarterly Expenditure Report.xlsx](#)

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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 **April 15, 2023**.

Quarterly Update Schedule				
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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](mailto:Meg.Romaniello@sto.sc.gov)



**THE HONORABLE CURTIS M. LOFTIS, JR.**  
State Treasurer

February 15, 2023

Jason Taylor  
Town of Winnsboro - Main Street Revitalization  
P.O. Box 209  
Winnsboro, South Carolina 29180

Dear Jason Taylor:

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 \$500,000 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 April 15, 2023.

Quarterly Update Schedule				
Time Frame	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30
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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](mailto: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".

Meg Romaniello  
Accounting/Fiscal Manager II



## State of South Carolina Contribution Expenditure Report

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### 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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						\$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.

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						\$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

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Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved. Proof of Resolution now attached.  
**Date:** Wednesday, February 15, 2023 9:53:53 AM  
**Attachments:** [image013.png](#)  
[image014.png](#)  
[image015.png](#)  
[doc00019020230215092511.pdf](#)

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Good morning, Meg!

We haven't seen the funds disbursement yet, so I thought I'd sent you the attached notice of "Satisfied" we just received from DOR this week. Could you send this to any party you think needs to see this please?

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Tuesday, February 7, 2023 3:22 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

No problem. I will see if I can get the other vendor profile deleted for you 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](mailto:Meg.Romaniello@sto.sc.gov)

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Tuesday, February 7, 2023 2:58 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Thanks so much for the update, Meg!

Mr. Taylor, our Town Manager, will be so happy it is released now. Please use the email address I've been using here in our correspondence for all communication purposes.

I'll attempt to delete the new vendor registration I created, as soon as our transaction is completed.

Have a great day!

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, February 7, 2023 2:42 PM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Hi Cyndi,

I wanted to let you know that I saw that the block had been removed.

I will be using vendor number 700003331 for payment. That vendor number is the used by many agencies to make payments to the Town of Winnsboro.

I will contact the CG's Office to have them update the physical address and to have them send login information for that account to you all. Is there a particular email address that the information should be sent to?

If you have any questions, please let me know.

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

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Thursday, February 2, 2023 10:30 AM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

Sounds like a plan.

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

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Thursday, February 2, 2023 10:09 AM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

Good morning Meg!

Jennifer pulled the attached receipt of payment from this morning and I'm attaching it above. I think we just need time for it to be updated everywhere beyond SCDOR.

Have a great day!

Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947



F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Thursday, February 2, 2023 9:27 AM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

Thank you Cyndi! I checked this morning, and it does not look to be removed at this time. I would recommend contacting the Department of Revenue to check with them to see if there is anything additional is outstanding and to see when they will remove the block. I will also keep an eye on it to see if I see it removed. If I see it removed, I will let you know.

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

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, February 1, 2023 4:05 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] Levy possibly solved.

Hello again Meg,

We had no idea what this could be! HR found one \$525 item due, that was in the process of being contested. We paid it! In case this is the Levy you found. We could find nothing else outstanding due to the State. I have no idea how fast you can see that the Levy is lifted. I'll send you any documentation I can get once it is acknowledged as paid and released.

Thank you for your patience with us. -Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator

Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Wednesday, February 1, 2023 12:49 PM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Thank you Cyndi!




I did a quick review and wanted to check on some things.

Based on that vendor number, payment would be sent via check, but the address is slightly different than the address on the disbursement request form(screenshots 1 and 2). I used your tax ID number to see what other vendor numbers were listed and noticed that the original vendor number you had stated back on January 4<sup>th</sup> (7000033331) is signed up for electronic payment and appears to be a better match(screenshot 3). Can you please confirm what the correct address is? If there is a PO Box and a physical address, please let me know what both are.

While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

**Screenshot 1**

Vendor


 Preview
 

**Name**

Title

Name

**Search Terms**

Search term 1/2

**Street Address**

House Number/Street

District

City/State/ZIP Code

Country

Time zone  Jurisdiction

**PO Box Address**

PO Box

Postal Code

**Screenshot 2**

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

**Screenshot 3**

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Tuesday, January 31, 2023 5:06 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

Please find attached a PDF of our completed and signed, Request for Contribution Distribution form.

If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Friday, January 27, 2023 5:02 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hi Cyndi,

Thank you for letting me know!

Attached is the disbursement request form that should be completed. Please make sure that all boxes are completed except the section for the "Certification of State Agency Providing Contribution".

The amount awarded is in the attached cover letter. The state agency providing the contribution is the Treasurer's Office.

Once we receive the completed form, it will be reviewed internally for approval. If it is approved, I will process it for payment. Once payment is sent, you will receive a payment notification email.

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

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**Subject:** [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello,

The Town of Winnsboro has now completed the preliminary registration documents, we believe, in reference to the email below.

How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

Thank you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro

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**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson  
<[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski  
<[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

Good afternoon,

At this time, I have not received your disbursement request form nor do I see that you have registered with the Secretary of State's Office. If you have any questions about the form, please let me know.

If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

-Meg

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

South Carolina Treasurer's Office

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[803-734-2658](tel:803-734-2658) | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
<[STO.Appropriated.Contributions@sto.sc.gov](mailto: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. 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](mailto:Meg.Romaniello@sto.sc.gov)







STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**State Tax Lien Satisfaction**

W-131-S  
(Rev. 04/29/22)  
2051

[dor.sc.gov](http://dor.sc.gov)

**The following state tax lien has been satisfied:**

**Tax Lien Number:** 997534  
**Tax Type:** Withholding Tax  
**Period(s) Covered:** 12/31/21  
**Issued:** Statewide  
**Transmit Address:** PO BOX 209 WINNSBORO SC 29180-0209 USA  
**Legal Name:** TOWN OF WINNSBORO  
**Taxpayer ID:** \*\*\*-\*\*-1128

This state tax lien has been SATISFIED as of 02/13/23. This satisfaction has been recorded on the State Tax Lien Registry, available at [dor.sc.gov/LienRegistry](http://dor.sc.gov/LienRegistry).

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved.  
**Date:** Tuesday, February 7, 2023 3:21:54 PM  
**Attachments:** [image013.png](#)  
[image014.png](#)  
[image015.png](#)

---

No problem. I will see if I can get the other vendor profile deleted for you 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 | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Tuesday, February 7, 2023 2:58 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

Thanks so much for the update, Meg!

Mr. Taylor, our Town Manager, will be so happy it is released now. Please use the email address I've been using here in our correspondence for all communication purposes.

I'll attempt to delete the new vendor registration I created, as soon as our transaction is completed.

Have a great day!

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, February 7, 2023 2:42 PM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Hi Cyndi,

I wanted to let you know that I saw that the block had been removed.

I will be using vendor number 700003331 for payment. That vendor number is the used by many agencies to make payments to the Town of Winnsboro.

I will contact the CG's Office to have them update the physical address and to have them send login information for that account to you all. Is there a particular email address that the information should be sent to?

If you have any questions, please let me know.

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

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Thursday, February 2, 2023 10:30 AM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Sounds like a plan.

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

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Thursday, February 2, 2023 10:09 AM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Good morning Meg!

Jennifer pulled the attached receipt of payment from this morning and I'm attaching it above. I think we just need time for it to be updated everywhere beyond SCDOR.

Have a great day!

Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Thursday, February 2, 2023 9:27 AM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Thank you Cyndi! I checked this morning, and it does not look to be removed at this time. I would recommend contacting the Department of Revenue to check with them to see if there is anything additional is outstanding and to see when they will remove the block. I will also keep an eye on it to see if I see it removed. If I see it removed, I will let you know.

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

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**Subject:** [External] Levy possibly solved.

Hello again Meg,

We had no idea what this could be! HR found one \$525 item due, that was in the process of being contested. We paid it! In case this is the Levy you found. We could find nothing else outstanding due to the State. I have no idea how fast you can see that the Levy is lifted. I'll send you any documentation I can get once it is acknowledged as paid and released.

Thank you for your patience with us. -Cyndi

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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Thank you Cyndi!





I did a quick review and wanted to check on some things.

Based on that vendor number, payment would be sent via check, but the address is slightly different than the address on the disbursement request form(screenshots 1 and 2). I used your tax ID number to see what other vendor numbers were listed and noticed that the original vendor number you had stated back on January 4<sup>th</sup> (7000033331) is signed up for electronic payment and appears to be a better match(screenshot 3). Can you please confirm what the correct address is? If there is a PO Box and a physical address, please let me know what both are.

While I was looking at the vendor numbers though I noticed that they all are currently blocked due

to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

### Screenshot 1

Vendor	7000331997	
  Preview 		
Name		
Title		
Name	TOWN OF WINNSBORO - GRANT AWARDS	
Search Terms		
Search term 1/2	WINN	
Street Address		
House Number/Street	207	N. CONGRESS STREET
District	FAIRFIELD	
City/State/ZIP Code	WINNSBORO	SC 29180
Country	US	USA South Carolina
Time zone	EST	Jurisdiction 4103900000
PO Box Address		
PO Box	209	
Postal Code	29180	

### Screenshot 2

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

### Screenshot 3

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

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If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

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The amount awarded is in the attached cover letter. The state agency providing the contribution is the Treasurer's Office.

Once we receive the completed form, it will be reviewed internally for approval. If it is approved, I will process it for payment. Once payment is sent, you will receive a payment notification email.

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South Carolina Treasurer's Office  
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Hello,

The Town of Winnsboro has now completed the preliminary registration documents, we believe, in reference to the email below.



How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

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Grants Administrator  
Town of Winnsboro

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**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson <[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

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If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

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

South Carolina Treasurer's Office

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[803-734-2658](tel:803-734-2658) | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
<[STO.Appropriated.Contributions@sto.sc.gov](mailto: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. 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](mailto:Meg.Romaniello@sto.sc.gov)



**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved.  
**Date:** Tuesday, February 7, 2023 2:57:46 PM  
**Attachments:** [image007.png](#)  
[image008.png](#)  
[image009.png](#)

---

Thanks so much for the update, Meg!

Mr. Taylor, our Town Manager, will be so happy it is released now. Please use the email address I've been using here in our correspondence for all communication purposes.

I'll attempt to delete the new vendor registration I created, as soon as our transaction is completed.

Have a great day!

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Sent:** Tuesday, February 7, 2023 2:42 PM  
**To:** Cyndi Gawronski <Cyndi.Gawronski@townofwinnsboro.sc.gov>  
**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** RE: [External] Levy possibly solved.

Hi Cyndi,

I wanted to let you know that I saw that the block had been removed.

I will be using vendor number 700003331 for payment. That vendor number is the used by many agencies to make payments to the Town of Winnsboro.

I will contact the CG's Office to have them update the physical address and to have them send login information for that account to you all. Is there a particular email address that the information should be sent to?

If you have any questions, please let me know.

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

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Thursday, February 2, 2023 10:30 AM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Sounds like a plan.

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Thursday, February 2, 2023 10:09 AM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

Good morning Meg!

Jennifer pulled the attached receipt of payment from this morning and I'm attaching it above. I think we just need time for it to be updated everywhere beyond SCDOR.

Have a great day!

Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator

Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Thursday, February 2, 2023 9:27 AM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] Levy possibly solved.

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-Meg

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

South Carolina Treasurer's Office

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[803-734-2658](tel:803-734-2658) | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Wednesday, February 1, 2023 4:05 PM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** [External] Levy possibly solved.

Hello again Meg,

We had no idea what this could be! HR found one \$525 item due, that was in the process of being contested. We paid it! In case this is the Levy you found. We could find nothing else outstanding due to the State. I have no idea how fast you can see that the Levy is lifted. I'll send you any documentation I can get once it is acknowledged as paid and released.

Thank you for your patience with us. -Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Wednesday, February 1, 2023 12:49 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Thank you Cyndi!



I did a quick review and wanted to check on some things.


Based on that vendor number, payment would be sent via check, but the address is slightly different than the address on the disbursement request form(screenshots 1 and 2). I used your tax ID number to see what other vendor numbers were listed and noticed that the original vendor number you had stated back on January 4<sup>th</sup> (7000033331) is signed up for electronic payment and appears to be a better match(screenshot 3). Can you please confirm what the correct address is? If there is a PO Box and a physical address, please let me know what both are.

While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

**Screenshot 1**

Vendor



**Name**

Title

Name

**Search Terms**

Search term 1/2

**Street Address**

House Number/Street

District

City/State/ZIP Code

Country

Time zone  Jurisdiction

**PO Box Address**

PO Box

Postal Code

**Screenshot 2**

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

**Screenshot 3**



Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Tuesday, January 31, 2023 5:06 PM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

Please find attached a PDF of our completed and signed, Request for Contribution Distribution form.

If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Friday, January 27, 2023 5:02 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hi Cyndi,

Thank you for letting me know!

Attached is the disbursement request form that should be completed. Please make sure that all boxes are completed except the section for the "Certification of State Agency Providing Contribution".

The amount awarded is in the attached cover letter. The state agency providing the contribution is the Treasurer's Office.

Once we receive the completed form, it will be reviewed internally for approval. If it is approved, I will process it for payment. Once payment is sent, you will receive a payment notification email.

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Friday, January 27, 2023 4:24 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello,

The Town of Winnsboro has now completed the preliminary registration documents, we believe, in reference to the email below.

How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

Thank you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson  
<[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski  
<[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

Good afternoon,

At this time, I have not received your disbursement request form nor do I see that you have registered with the Secretary of State's Office. If you have any questions about the form, please let me know.

If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

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**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
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**Subject:** Disbursement Requirement: Registration with Secretary of State's Office

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



**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved.  
**Date:** Tuesday, February 7, 2023 2:41:52 PM  
**Attachments:** [image012.png](#)  
[image013.png](#)  
[image015.png](#)

---

Hi Cyndi,

I wanted to let you know that I saw that the block had been removed.

I will be using vendor number 700003331 for payment. That vendor number is the used by many agencies to make payments to the Town of Winnsboro.

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**Sent:** Thursday, February 2, 2023 10:30 AM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

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**Subject:** [External] Levy possibly solved.

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Grants Administrator  
Town of Winnsboro, SC

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F. (803) 635-3697

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**Sent:** Wednesday, February 1, 2023 12:49 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

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While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

### Screenshot 1

Vendor	7000331997	
  Preview 		
Name		
Title		
Name	TOWN OF WINNSBORO - GRANT AWARDS	
Search Terms		
Search term 1/2	WINN	
Street Address		
House Number/Street	207	N. CONGRESS STREET
District	FAIRFIELD	
City/State/ZIP Code	WINNSBORO	SC 29180
Country	US USA	South Carolina
Time zone	EST	Jurisdiction 4103900000
PO Box Address		
PO Box	209	
Postal Code	29180	

### Screenshot 2

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

### Screenshot 3

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Tuesday, January 31, 2023 5:06 PM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

Please find attached a PDF of our completed and signed, Request for Contribution Distribution form.

If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Friday, January 27, 2023 5:02 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hi Cyndi,

Thank you for letting me know!

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The amount awarded is in the attached cover letter. The state agency providing the contribution is the Treasurer's Office.

Once we receive the completed form, it will be reviewed internally for approval. If it is approved, I will process it for payment. Once payment is sent, you will receive a payment notification email.

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Friday, January 27, 2023 4:24 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello,

The Town of Winnsboro has now completed the preliminary registration documents, we believe, in reference to the email below.

How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

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Town of Winnsboro

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**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson  
<[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski  
<[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

Good afternoon,

At this time, I have not received your disbursement request form nor do I see that you have registered with the Secretary of State's Office. If you have any questions about the form, please let me know.

If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

-Meg

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

South Carolina Treasurer's Office

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[803-734-2658](tel:803-734-2658) | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

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**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
<[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** Disbursement Requirement: Registration with Secretary of State's Office

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**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.

-

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



**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved.  
**Date:** Thursday, February 2, 2023 10:29:57 AM  
**Attachments:** [image004.png](#)  
[image005.png](#)  
[image010.png](#)

---

Sounds like a plan.

-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)

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Thursday, February 2, 2023 10:09 AM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

Good morning Meg!

Jennifer pulled the attached receipt of payment from this morning and I'm attaching it above. I think we just need time for it to be updated everywhere beyond SCDOR.

Have a great day!

Cyndi

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Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
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**Sent:** Thursday, February 2, 2023 9:27 AM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Levy possibly solved.

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[803-734-2658](tel:803-734-2658) | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, February 1, 2023 4:05 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] Levy possibly solved.

Hello again Meg,

We had no idea what this could be! HR found one \$525 item due, that was in the process of being contested. We paid it! In case this is the Levy you found. We could find nothing else outstanding due to the State. I have no idea how fast you can see that the Levy is lifted. I'll send you any documentation I can get once it is acknowledged as paid and released.

Thank you for your patience with us. -Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC



P. (803) 815-2947

F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Wednesday, February 1, 2023 12:49 PM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Thank you Cyndi!



I did a quick review and wanted to check on some things.


Based on that vendor number, payment would be sent via check, but the address is slightly different than the address on the disbursement request form(screenshots 1 and 2). I used your tax ID number to see what other vendor numbers were listed and noticed that the original vendor number you had stated back on January 4<sup>th</sup> (7000033331) is signed up for electronic payment and appears to be a better match(screenshot 3). Can you please confirm what the correct address is? If there is a PO Box and a physical address, please let me know what both are.

While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

**Screenshot 1**

Vendor



**Name**

Title

Name

**Search Terms**

Search term 1/2

**Street Address**

House Number/Street

District

City/State/ZIP Code

Country

Time zone  Jurisdiction

**PO Box Address**

PO Box

Postal Code

**Screenshot 2**

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

**Screenshot 3**

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Tuesday, January 31, 2023 5:06 PM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

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If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

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Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

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**Sent:** Friday, January 27, 2023 5:02 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
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[803-734-2658](tel:803-734-2658) | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

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How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

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Town of Winnsboro

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**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson <[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

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**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
<[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

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



**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved.  
**Date:** Thursday, February 2, 2023 10:08:49 AM  
**Attachments:** [image010.png](#)  
[image011.png](#)  
[image012.png](#)  
[SCDOR Status 02 02 2023.pdf](#)

---

Good morning Meg!

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Have a great day!

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Town of Winnsboro, SC

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**Sent:** Wednesday, February 1, 2023 12:49 PM

**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

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### Screenshot 1

Vendor	7000331997	
  Preview 		
Name		
Title		
Name	TOWN OF WINNSBORO - GRANT AWARDS	
Search Terms		
Search term 1/2	WINN	
Street Address		
House Number/Street	207	N. CONGRESS STREET
District	FAIRFIELD	
City/State/ZIP Code	WINNSBORO	SC 29180
Country	US USA	South Carolina
Time zone	EST	Jurisdiction 4103900000
PO Box Address		
PO Box	209	
Postal Code	29180	

### Screenshot 2

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

### Screenshot 3

Vendor	7000033331			
  Preview 				
Name				
Title				
Name	TOWN OF WINNSBORO			
Search Terms				
Search term 1/2	TOWN	TOWN		
Street Address				
House Number/Street				
District	FAIRFIELD			
City/State/ZIP Code	WINNSBORO	SC	29180	
Country	US	USA	South Carolina	
Time zone	EST	Jurisdiction	4103900000	
PO Box Address				
PO Box	209			
Postal Code	29180			

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

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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

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If you need the original signature document, please let me know and I'll get it right out to you.

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Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Friday, January 27, 2023 5:02 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hi Cyndi,

Thank you for letting me know!

Attached is the disbursement request form that should be completed. Please make sure that all boxes are completed except the section for the "Certification of State Agency Providing Contribution".

The amount awarded is in the attached cover letter. The state agency providing the contribution is the Treasurer's Office.

Once we receive the completed form, it will be reviewed internally for approval. If it is approved, I will process it for payment. Once payment is sent, you will receive a payment notification email.

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

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Friday, January 27, 2023 4:24 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello,

The Town of Winnsboro has now completed the preliminary registration documents, we believe, in reference to the email below.

How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

Thank you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson <[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

Good afternoon,

At this time, I have not received your disbursement request form nor do I see that you have registered with the Secretary of State's Office. If you have any questions about the form, please let me know.

If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

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

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto: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. 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](mailto:Meg.Romaniello@sto.sc.gov)

1350



STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**Notice of State Tax Lien**

W-131-F  
(Rev. 04/29/22)  
2048

[dor.sc.gov](http://dor.sc.gov)

A state tax lien has been filed for the taxpayer below:		Last Updated:	02/02/23
Tax Lien Number:	997534	Tax:	\$0.00
Legal Name:	TOWN OF WINNSBORO	Penalty:	\$0.00
Taxpayer ID:	***-**-1128	Interest:	\$0.00
Status:	Active	Costs:	\$0.00
Issued:	Statewide	Balance Due:	\$0.00
Period(s) Covered:	12/31/21		
Tax Type:	Withholding Tax		
Transmit Address:	PO BOX 209 WINNSBORO SC 29180-0209 USA		
Date Filed:	12/22/22 07:08:48		

The South Carolina Department of Revenue issued this tax lien on the State Tax Lien Registry in compliance with S.C. Code Ann. §§ 12-54-120 and 12-54-122.

The total amount shown, plus all additional interest, penalties, and fees that accrue, is a lien in favor of the Department on all real and personal property currently owned or hereafter acquired by the taxpayer named in this notice. This lien will remain until the debt is paid.



**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Levy possibly solved.  
**Date:** Thursday, February 2, 2023 9:26:42 AM  
**Attachments:** [image003.png](#)  
[image004.png](#)  
[image005.png](#)

---

Thank you Cyndi! I checked this morning, and it does not look to be removed at this time. I would recommend contacting the Department of Revenue to check with them to see if there is anything additional is outstanding and to see when they will remove the block. I will also keep an eye on it to see if I see it removed. If I see it removed, I will let you know.

-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)

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, February 1, 2023 4:05 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** [External] Levy possibly solved.

Hello again Meg,

We had no idea what this could be! HR found one \$525 item due, that was in the process of being contested. We paid it! In case this is the Levy you found. We could find nothing else outstanding due to the State. I have no idea how fast you can see that the Levy is lifted. I'll send you any documentation I can get once it is acknowledged as paid and released.

Thank you for your patience with us. -Cyndi

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Wednesday, February 1, 2023 12:49 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Thank you Cyndi!



I did a quick review and wanted to check on some things.


Based on that vendor number, payment would be sent via check, but the address is slightly different than the address on the disbursement request form(screenshots 1 and 2). I used your tax ID number to see what other vendor numbers were listed and noticed that the original vendor number you had stated back on January 4<sup>th</sup> (7000033331) is signed up for electronic payment and appears to be a better match(screenshot 3). Can you please confirm what the correct address is? If there is a PO Box and a physical address, please let me know what both are.

While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

**Screenshot 1**

Vendor



**Name**

Title

Name

**Search Terms**

Search term 1/2

**Street Address**

House Number/Street

District

City/State/ZIP Code

Country

Time zone  Jurisdiction

**PO Box Address**

PO Box

Postal Code

**Screenshot 2**

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

**Screenshot 3**

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

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**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Tuesday, January 31, 2023 5:06 PM

**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

Please find attached a PDF of our completed and signed, Request for Contribution Distribution form.

If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

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**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

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

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Grants Administrator  
Town of Winnsboro

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**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson <[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

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**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

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Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

-Meg

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**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
<[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Subject:** Disbursement Requirement: Registration with Secretary of State's Office

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-

**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:**

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Thank you,  
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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](mailto:Meg.Romaniello@sto.sc.gov)





**From:** [Cyndi Gawronski](#)  
**To:** [Romaniello, Meg](#)  
**Subject:** [External] Tax Receipt  
**Date:** Wednesday, February 1, 2023 4:56:55 PM  
**Attachments:** [U64871J9X111890\\_02012023\\_164222\\_006235.pdf](#)

---

Hello again Meg!

HR just gave me a copy of the receipt for today's tax payment, so I am sending it over to you as backup of the email I sent a bit earlier. Please see attached.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

Please review the payment request information below for your payment to the SC Department of Revenue. You may want to print a copy for your records.

Your payment request confirmation number is **0-023-257-719**

Paid For:               Withholding Tax 250310998  
                          TOWN OF WINNSBORO  
                          31-Dec-2021  
Paid From:            FIRST CITIZENS BANK \*\*\*\*6301  
Payment Amount:    525.00  
Payment Date:        01-Feb-2023  
Submitted Date:      01-Feb-2023

In the event that you wish to revoke this debit authorization, you must contact us at least 2 business days in advance of the transaction effective date by calling us at **1-844-898-8542** or emailing us at [ACHPayments@dor.sc.gov](mailto:ACHPayments@dor.sc.gov).

This is only the payment request. It is your responsibility to review your bank statement to confirm that this transaction was successful.

For SCDOR contact information, visit <https://dor.sc.gov/mydorway-contact>.

1350



STATE OF SOUTH CAROLINA  
**DEPARTMENT OF REVENUE**  
**Notice of State Tax Lien**

W-131-F  
(Rev. 04/29/22)  
2048

dor.sc.gov

**A state tax lien has been filed for the taxpayer below:**

**Last Updated:**

02/01/23

**Tax Lien Number:** 997534

**Tax:**

\$0.00

**Legal Name:** TOWN OF WINNSBORO

**Penalty:**

\$500.00

**Taxpayer ID:** \*\*\*-\*\*-1128

**Interest:**

\$0.00

**Status:** Active

**Costs:**

\$25.00

**Issued:** Statewide

**Balance Due:**

\$525.00

**Period(s) Covered:** 12/31/21

**Tax Type:** Withholding Tax

**Transmit Address:** PO BOX 209 WINNSBORO SC 29180-0209 USA

**Date Filed:** 12/22/22 07:08:48

The South Carolina Department of Revenue issued this tax lien on the State Tax Lien Registry in compliance with S.C. Code Ann. §§ 12-54-120 and 12-54-122.

The total amount shown, plus all additional interest, penalties, and fees that accrue, is a lien in favor of the Department on all real and personal property currently owned or hereafter acquired by the taxpayer named in this notice. This lien will remain until the debt is paid.

**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** [External] Levy possibly solved.  
**Date:** Wednesday, February 1, 2023 4:04:54 PM  
**Attachments:** [image003.png](#)  
[image004.png](#)  
[image005.png](#)

---

Hello again Meg,

We had no idea what this could be! HR found one \$525 item due, that was in the process of being contested. We paid it! In case this is the Levy you found. We could find nothing else outstanding due to the State. I have no idea how fast you can see that the Levy is lifted. I'll send you any documentation I can get once it is acknowledged as paid and released.

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Town of Winnsboro, SC

P. (803) 815-2947  
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**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office





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I did a quick review and wanted to check on some things.

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While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

### Screenshot 1

Vendor		7000331997	
  Preview 			
Name			
Title			
Name	TOWN OF WINNSBORO - GRANT AWARDS		
Search Terms			
Search term 1/2	WINN		
Street Address			
House Number/Street	207	N. CONGRESS STREET	
District	FAIRFIELD		
City/State/ZIP Code	WINNSBORO	SC	29180
Country	US	USA	South Carolina
Time zone	EST	Jurisdiction	4103900000
PO Box Address			
PO Box	209		
Postal Code	29180		

### Screenshot 2

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

### Screenshot 3

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

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

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**Sent:** Tuesday, January 31, 2023 5:06 PM

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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

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If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Friday, January 27, 2023 5:02 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hi Cyndi,

Thank you for letting me know!

Attached is the disbursement request form that should be completed. Please make sure that all boxes are completed except the section for the "Certification of State Agency Providing Contribution".

The amount awarded is in the attached cover letter. The state agency providing the contribution is the Treasurer's Office.

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

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**Subject:** [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

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How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

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Grants Administrator  
Town of Winnsboro

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**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson  
<[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski  
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Thank you,  
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803-734-2658 | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)



**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Wednesday, February 1, 2023 2:54:11 PM  
**Attachments:** [image003.png](#)  
[image004.png](#)  
[image005.png](#)

---

Hello Meg,

I'm awaiting the Town manager to get back in to show him this. I have no clue as to what this situation is about or why.

I was never able to access Vendor 700003331, so I created a new entry from scratch. No one knows who created that older one or what department it was created for. I hope to get the older one deleted out of that system.

All of our mail goes to a PO Box (209). Our physical location is 207 N. Congress Street, Winnsboro, SC 29180. All of our business cards have both options printed on them.

Our Town Manager, Jason, is out in the field somewhere now. I'm bringing this to his attention first ASAP.

I will keep you posted as fast as possible.

Sincerely,  
Cyndi Gawronski

---

**From:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Sent:** Wednesday, February 1, 2023 12:49 PM  
**To:** Cyndi Gawronski <Cyndi.Gawronski@townofwinnsboro.sc.gov>  
**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
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to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

### Screenshot 1

Vendor	7000331997	
  Preview 		
Name		
Title		
Name	TOWN OF WINNSBORO - GRANT AWARDS	
Search Terms		
Search term 1/2	WINN	
Street Address		
House Number/Street	207	N. CONGRESS STREET
District	FAIRFIELD	
City/State/ZIP Code	WINNSBORO	SC 29180
Country	US	USA South Carolina
Time zone	EST	Jurisdiction 4103900000
PO Box Address		
PO Box	209	
Postal Code	29180	

### Screenshot 2

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

### Screenshot 3

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
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PO Box	209				
Postal Code	29180				

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

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If you need the original signature document, please let me know and I'll get it right out to you.

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Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Wednesday, February 1, 2023 12:49:02 PM  
**Attachments:** [image003.png](#)  
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[image002.png](#)

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**Screenshot 1**

Vendor



**Name**

Title

Name

**Search Terms**

Search term 1/2

**Street Address**

House Number/Street

District

City/State/ZIP Code

Country

Time zone  Jurisdiction

**PO Box Address**

PO Box

Postal Code

**Screenshot 2**

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

**Screenshot 3**

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

-Meg

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South Carolina Treasurer's Office  
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**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Wednesday, February 1, 2023 12:49:02 PM  
**Attachments:** [image003.png](#)  
[image004.png](#)  
[image002.png](#)

---

Thank you Cyndi!



I did a quick review and wanted to check on some things.


Based on that vendor number, payment would be sent via check, but the address is slightly different than the address on the disbursement request form(screenshots 1 and 2). I used your tax ID number to see what other vendor numbers were listed and noticed that the original vendor number you had stated back on January 4<sup>th</sup> (7000033331) is signed up for electronic payment and appears to be a better match(screenshot 3). Can you please confirm what the correct address is? If there is a PO Box and a physical address, please let me know what both are.

While I was looking at the vendor numbers though I noticed that they all are currently blocked due to a State Levy. I would recommend having your organization reaching out to the Department of Revenue to have this resolved prior to us moving forward in the payment process.

**Screenshot 1**

Vendor



**Name**

Title

Name

**Search Terms**

Search term 1/2

**Street Address**

House Number/Street

District

City/State/ZIP Code

Country

Time zone  Jurisdiction

**PO Box Address**

PO Box

Postal Code

**Screenshot 2**

Organization Information	
Entity Name	Town of Winnsboro
Address	209 N. Congress Street
City/State/Zip	Winnsboro, SC 29180

**Screenshot 3**

Vendor		7000033331			
Name					
Title					
Name	TOWN OF WINNSBORO				
Search Terms					
Search term 1/2	TOWN	TOWN			
Street Address					
House Number/Street					
District	FAIRFIELD				
City/State/ZIP Code	WINNSBORO	SC	29180		
Country	US	USA	South Carolina		
Time zone	EST	Jurisdiction	4103900000		
PO Box Address					
PO Box	209				
Postal Code	29180				

-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:** Cyndi Gawronski <Cyndi.Gawronski@townofwinnsboro.sc.gov>  
**Sent:** Tuesday, January 31, 2023 5:06 PM  
**To:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office

Hello Meg,

Please find attached a PDF of our completed and signed, Request for Contribution Distribution form.

If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947  
F. (803) 635-3697

---

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Town of Winnsboro

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**Sent:** Wednesday, January 25, 2023 4:58 PM

**To:** Jason Taylor <[Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)>; Christopher Clauson  
<[Chris.Clauson@townofwinnsboro.sc.gov](mailto:Chris.Clauson@townofwinnsboro.sc.gov)>; Cyndi Gawronski  
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Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
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**Subject:** Disbursement Requirement: Registration with Secretary of State's Office

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[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.

-

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



**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Tuesday, January 31, 2023 5:06:04 PM  
**Attachments:** [Scan completed signed Req for Contribution Distribution form.pdf](#)

---

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If you need the original signature document, please let me know and I'll get it right out to you.

Sincerely,

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Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

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Wade Hampton Bldg., Columbia, SC 29201

803-734-2658 | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)





### Contribution Information

Organization Contact Information	
Contact Name	Cynthia Gawronski
Position/Title	Grant Administrator
Telephone	(803)815-2947
Email	cyndi.gawronski@townofwinnsboro.sc.gov

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

## Organization Certifications

- Organization Signature

Jason Taylor  
Printed Name

Town Manager  
Title

Date \_\_\_\_\_

1-31-23

### 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.
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- 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:** [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Friday, January 27, 2023 5:01:54 PM  
**Attachments:** [Earmarked Appropriations Disbursement Request form updated.xlsx](#)  
[STO Appropriated Funds Cover Letter - Town of Winnsboro - Main Street Revitalization .pdf](#)

---

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Town of Winnsboro

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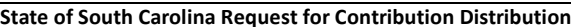
**Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II**

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

803-734-2658 | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)



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.
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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

10/20/2022

Jason Taylor  
Town of Winnsboro  
P.O. Box 209  
Winnsboro, SC 29180

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

Dear Jason Taylor:

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>
Town of Winnsboro - Main Street Revitalization	\$500,000.00

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](mailto: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](mailto: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.

**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** [External] RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Friday, January 27, 2023 4:23:50 PM

---

Hello,

The Town of Winnsboro has now completed the preliminary registration documents, we believe, in reference to the email below.

How do we proceed from here? Please let me know how to acquire a disbursement form, and the next steps to complete the drawdown of funds.

Thank you.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro

---

**From:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Sent:** Wednesday, January 25, 2023 4:58 PM  
**To:** Jason Taylor <Jason.Taylor@townofwinnsboro.sc.gov>; Christopher Clauson <Chris.Clauson@townofwinnsboro.sc.gov>; Cyndi Gawronski <Cyndi.Gawronski@townofwinnsboro.sc.gov>  
**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office

Good afternoon,

At this time, I have not received your disbursement request form nor do I see that you have registered with the Secretary of State's Office. If you have any questions about the form, please let me know.

If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

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

---

**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>

**Sent:** Tuesday, December 13, 2022 4:41 PM

**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)

**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions  
<[STO.Appropriated.Contributions@sto.sc.gov](mailto: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. 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](mailto:Meg.Romaniello@sto.sc.gov)

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov); [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Wednesday, January 25, 2023 4:58:02 PM

---

Good afternoon,

At this time, I have not received your disbursement request form nor do I see that you have registered with the Secretary of State's Office. If you have any questions about the form, please let me know.

If you have any questions about the SOS registration, I have included two contacts below that can assist.

Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or [swiley@sos.sc.gov](mailto:swiley@sos.sc.gov)

Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or [kwickersham@sos.sc.gov](mailto:kwickersham@sos.sc.gov)

-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](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Tuesday, December 13, 2022 4:41 PM  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)  
**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** Disbursement Requirement: Registration with Secretary of State's Office

Hello,

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

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi Gawronski](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Town of Winnsboro SC  
**Date:** Tuesday, January 10, 2023 10:19:15 AM

---

Hi Cyndi,

In our system, someone that we are paying is viewed as a vendor even if they are a city, county, etc. If you need further assistance with the vendor update process, I would recommend contacting the Division of Procurement Services directly. Their number is 803-737-0600.

-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:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, January 4, 2023 4:43 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Town of Winnsboro SC

Thank you, Meg, for the fast response.

The drawback problem I am having here is we are not a vendor. We are a local government. How am I to complete this form fields correctly?

Cyndi Gawronski

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Wednesday, January 4, 2023 4:04 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Town of Winnsboro SC

Hi Cyndi,

If you do not know the username or password, you can click the link below, complete a NEW vendor registration, and on Step 9 - Messages to Administrator, write the vendor number and explain that you do not know the login information for the account. They will be able to get in contact with you and update the information for you. Please let me know if there is anything else I can assist with.

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

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>

**Sent:** Wednesday, January 4, 2023 9:15 AM

**To:** Romaniello, Meg <[Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)>

**Subject:** [External] Town of Winnsboro SC

Good Morning!

I am the Grants Administrator for the Town of Winnsboro. Jason Taylor FWD me the getting started letter for using appropriated funds. I looked up the "Town of Winnsboro" at Procurement Services and it does look like we are already registered there. However, no one knows the password, when we registered or who was the administrator that set it up.

Can you assist me with claiming the existing vendor entry? We are listed on the Website as:

**Vendor Number:** 7000033331

**Name:** TOWN OF WINNSBORO

Thanking you in advance for your assistance.

Sincerely,

Cyndi Gawronski

Grants Administrator

Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

**From:** [Cyndi Gawronski](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Town of Winnsboro SC  
**Date:** Wednesday, January 4, 2023 4:43:11 PM

---

Thank you, Meg, for the fast response.

The drawback problem I am having here is we are not a vendor. We are a local government. How am I to complete this form fields correctly?

Cyndi Gawronski

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**From:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Sent:** Wednesday, January 4, 2023 4:04 PM  
**To:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Cc:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>  
**Subject:** RE: [External] Town of Winnsboro SC

Hi Cyndi,

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

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, January 4, 2023 9:15 AM  
**To:** Romaniello, Meg <[Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)>  
**Subject:** [External] Town of Winnsboro SC

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**Vendor Number:** 7000033331

**Name:** TOWN OF WINNSBORO

Thanking you in advance for your assistance.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] Town of Winnsboro SC  
**Date:** Wednesday, January 4, 2023 4:04:22 PM

---

Hi Cyndi,

If you do not know the username or password, you can click the link below, complete a NEW vendor registration, and on Step 9 - Messages to Administrator, write the vendor number and explain that you do not know the login information for the account. They will be able to get in contact with you and update the information for you. Please let me know if there is anything else I can assist with.

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

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

---

**From:** Cyndi Gawronski <[Cyndi.Gawronski@townofwinnsboro.sc.gov](mailto:Cyndi.Gawronski@townofwinnsboro.sc.gov)>  
**Sent:** Wednesday, January 4, 2023 9:15 AM  
**To:** Romaniello, Meg <[Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)>  
**Subject:** [External] Town of Winnsboro SC

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Can you assist me with claiming the existing vendor entry? We are listed on the Website as:

**Vendor Number:** 7000033331  
**Name:** TOWN OF WINNSBORO

Thanking you in advance for your assistance.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697

**From:** [Cyndi Gawronski](#)  
**To:** [Romaniello, Meg](#)  
**Subject:** [External] Town of Winnsboro SC  
**Date:** Wednesday, January 4, 2023 9:15:31 AM

---

Good Morning!

I am the Grants Administrator for the Town of Winnsboro. Jason Taylor FWD me the getting started letter for using appropriated funds. I looked up the "Town of Winnsboro" at Procurement Services and it does look like we are already registered there. However, no one knows the password, when we registered or who was the administrator that set it up.

Can you assist me with claiming the existing vendor entry? We are listed on the Website as:

**Vendor Number:** 7000033331

**Name:** TOWN OF WINNSBORO

Thanking you in advance for your assistance.

Sincerely,

Cyndi Gawronski  
Grants Administrator  
Town of Winnsboro, SC

P. (803) 815-2947

F. (803) 635-3697



**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)  
**Cc:** [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov); [\\_STO - Appropriated Contributions](#)  
**Subject:** Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Tuesday, December 13, 2022 4:41:27 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](mailto:Meg.Romaniello@sto.sc.gov)

**From:** [STO - Appropriated Contributions](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)  
**Cc:** [STO - Appropriated Contributions](#); [chris.clauson@townofwinnsboro.sc.gov](mailto:chris.clauson@townofwinnsboro.sc.gov)  
**Subject:** FY23 Appropriated Contributions Enrollment Packet  
**Date:** Tuesday, December 13, 2022 4:40:39 PM  
**Attachments:** [STO Appropriated Funds Cover Letter - Town of Winnsboro - Main Street Revitalization .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](mailto: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](mailto:Meg.Romaniello@sto.sc.gov)

10/20/2022

Jason Taylor  
Town of Winnsboro  
P.O. Box 209  
Winnsboro, SC 29180

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

Dear Jason Taylor:

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>
Town of Winnsboro - Main Street Revitalization	\$500,000.00

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](mailto: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](mailto: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.

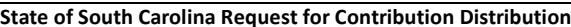
### **Executive Order No. 2022-19 Section 1. C.**

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.
- 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



## **Communication Log**

Date: 12/13/2022

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Jason Taylor to confirm receipt of previous emails and to answer any questions. Mr. Taylor stated that he had not received the emails but did confirm that Meg had the correct email address. Meg stated that she would resend them and if he could provide someone else that she should include just in case. Mr. Taylor provided Chris Clauson's name and email address. Meg stated that she would forward the emails that had been sent after they got off the phone and if they did not see them tomorrow to give her a call. Meg also explained what would be in the email, what was needed, and stated that after he reviewed the emails if he had any questions to reach out to her.

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** Status check for FY23 Earmarked Appropriations Disbursement Request form and Secretary of State's Office registration/exemption  
**Date:** Tuesday, November 22, 2022 11:27:23 AM  
**Importance:** High

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Good morning,

At this time, we have not received your completed Earmarked Appropriations Disbursement Request form or your confirmation of registration or exemption with the South Carolina Secretary of State's ("SOS") Office.

I wanted to reach out to confirm that you received both emails (Enrollment Packet-10/20/22; SOS registration 11/10/22) that were sent and to check if you had any questions regarding the process, form, etc.

If you need the emails resent, please let me know and I will be happy to resend them to you.

If you believe you are not the best contact for this, please let me know who I should contact for your organization.

Please do not hesitate to reach out to me if you have any questions or need any assistance.

-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](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** Disbursement Requirement: Registration with Secretary of State's Office  
**Date:** Thursday, November 10, 2022 12:15:56 PM

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

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Jason.Taylor@townofwinnsboro.sc.gov](mailto:Jason.Taylor@townofwinnsboro.sc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** FY23 Appropriated Contributions Enrollment Packet  
**Date:** Thursday, October 20, 2022 11:23:18 AM  
**Attachments:** [STO Appropriated Funds Cover Letter - Town of Winnsboro - Main Street Revitalization .pdf](#)  
[Earmarked Appropriations Disbursement Request form updated.xlsx](#)

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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.

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Thank you,  
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Wade Hampton Bldg., Columbia, SC 29201  
803-734-2658 | [Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)

10/20/2022

Jason Taylor  
Town of Winnsboro  
P.O. Box 209  
Winnsboro, SC 29180

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

Dear Jason Taylor:

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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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## **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:

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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**.

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

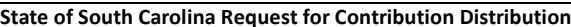
I hereby order and direct, pursuant to article IV, section 17 of the South Carolina Constitution and sections 1-1-840 and 1-3-10 of the South Carolina Code of Laws, that any Executive Branch agency or department, as further defined herein, that receives earmarked appropriations, as further defined herein, 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.

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- 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.
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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