

Communication Log

Date: 3/16/23

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Ms. Middleton and left a message with her number to call since Meg was working from home and also let her know how long she would be available for today.

From: [Bertha Middleton](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] Re: Availability Question
Date: Wednesday, March 15, 2023 6:58:18 PM

Good Evening

Thank you for getting back to me. I'm free all day tomorrow after 10:00, and all

On Wed, Mar 15, 2023 at 4:39 PM _STO - Appropriated Contributions
<STO.Appropriated.Contributions@sto.sc.gov> wrote:

Hi Ms. Middleton,

Please let me know of what times you would be available to speak tomorrow and Friday. I would like to be able to assist you in completing your required documents so that your organization can receive your funds.

-Meg



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

South Carolina Treasurer's Office

[1200 Senate Street, Suite 214](#)

Wade Hampton Bldg., Columbia, SC 29201

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

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: Availability Question
Date: Wednesday, March 15, 2023 4:39:50 PM

Hi Ms. Middleton,

Please let me know of what times you would be available to speak tomorrow and Friday. I would like to be able to assist you in completing your required documents so that your organization can receive your funds.

-Meg

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

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

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: Availability Question
Date: Wednesday, March 15, 2023 4:39:50 PM

Hi Ms. Middleton,

Please let me know of what times you would be available to speak tomorrow and Friday. I would like to be able to assist you in completing your required documents so that your organization can receive your funds.

-Meg

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

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

Communication Log

Date: 3/13/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Bertha Middleton in response to her voicemails. Meg left a voicemail stating that she had been out of the office Friday and that she would be more than happy to assist. Meg left her number and when she would be leaving for the day so Ms. Middleton would know.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from BERTHA MIDDLETO (843-557-8408) on 3/10/23 1:28 PM for 8037342658
Date: Friday, March 10, 2023 1:29:30 PM
Attachments: [8435578408-031023-132838-8037342658-922596-1.wav](#)



Voice Message from BERTHA MIDDLETO (843-557-8408) on 3/10/23 1:28 PM (13 second msg)

MESSAGE:

" Hi, may this is Bertha Middleton again, but citizen improvement committee please give me a call back at 843-557-8408. Thank you."

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

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from BERTHA MIDDLETO (843-557-8408) on 3/10/23 12:15 PM for 8037342658
Date: Friday, March 10, 2023 12:17:08 PM
Attachments: [8435578408-031023-121527-8037342658-922541-1.wav](#)



Voice Message from BERTHA MIDDLETO (843-557-8408) on 3/10/23 12:15 PM (49 second msg)

MESSAGE:

" Hi, Meg. This is Bertha Middleton again, with the words a lot of community Center trying to get this stuff through I spoke with Doug remove one day early this week and so he gave me some instructions on what I need to do to get that registration number and get it through I need to reach him and I don't have a number for him and I'm just trying to figure out how can I get those fees paid online or do I actually need to to mail him a mail you are registered certified, check or something like that. I'm give me a call back 843-557-8408 and I will continue to try to find that number. Thank you so much."

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

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External]
Date: Monday, March 6, 2023 12:12:20 PM

Hi Bertha,

I apologize that I was not able to return your call last week. We had a loss in my family and I was out of the office for the funeral. I am in the office today until 5 if you would like to give me a call.

-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: Bertha Middleton <wicic5605@gmail.com>
Sent: Wednesday, March 1, 2023 1:50 PM
To: _STO - Appropriated Contributions <STO.APPROPRIATED.Contributions@sto.sc.gov>
Subject: [External]

Good Afternoon

Thanks so much for your email and patience with us. Working since 0700 this morning. I do have some questions for you, will call you tomorrow morning hopefully we can complete all required paperwork.

Thank you,
Bertha Middleton

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from BERTHA MIDDLETO (843-557-8408) on 3/2/23 12:25 PM for 8037342658
Date: Thursday, March 2, 2023 12:27:25 PM
Attachments: [8435578408-030223-122552-8037342658-919470-1.wav](#)



Voice Message from BERTHA MIDDLETO (843-557-8408) on 3/2/23 12:25 PM (38 second msg)

MESSAGE:

" Hi, this is Bertha Middleton to the one block community Center you've been helping me or working with me to push this funding for the community Center through I do have some help today and tomorrow, but I'm at a stand still says request of user name, which begins with a B N and I know I've registered for that, but there was a problem with that. So I need to know do I need to go back in and register again to get that number. I'm give me a call or shoot me an email whenever you get a chance. Thank you for much."

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

From: [Bertha Middleton](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External]
Date: Wednesday, March 1, 2023 1:50:30 PM

Good Afternoon

Thanks so much for your email and patience with us. Working since 0700 this morning. I do have some questions for you, will call you tomorrow morning hopefully we can complete all required paperwork.

Thank you,
Bertha Middleton

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#); bartistic2@aol.com
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office
Date: Tuesday, February 28, 2023 11:04:29 AM

Hi Ms. Middleton,

I wanted to check in to see if you had any questions or needed any assistance.
If you do, 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 | Meg.Romaniello@sto.sc.gov

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Thursday, February 23, 2023 9:41 AM
To: [Bertha Middleton](mailto:wicic5605@gmail.com) <wicic5605@gmail.com>; bartistic2@aol.com
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office

Hi Ms. Middleton,

Thank you for calling me this morning! I greatly appreciate it. Attached is the disbursement request form that needs to be updated. I have updated some of the cells to make it easier for you. You only need to fill in the "Purpose", "Vendor Number", "Budget", "Organization Signature", and "Date" sections. Once everything is completed, you are more than welcome to send the form back to me in Excel form.

The purpose will be an abbreviated version of how the funds will be spent.

The vendor number will begin with 7000*.

The budget amounts can be estimates, but they must equal to the contribution amount.

I have updated the font for the organization signature so you just have to type your name in it once you are ready.

I erased the old date since you are updating the form.

Below is the link to sign up for a vendor number. I have also included their phone number in case you have any questions or need assistance.

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

Vendor Registration Contact: SFAA Division of Procurement Services 803-737-0600

Below is the link to register with the Secretary of State (SOS). I have also included two contacts from SOS in case you have any questions or need assistance.

SOS Registration Link: <https://sos.sc.gov/before-you-file-online>

SOS Registration Contacts: Kim Wickersham, (803) 734-2174 or kwickersham@sos.sc.gov or Shannon Wiley, (803) 734-0246 or swiley@sos.sc.gov

If you have any questions, please let me know. I will be happy to assist!

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

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

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

Sent: Monday, November 14, 2022 1:24 PM

To: Bertha Middleton <wicic5605@gmail.com>

Cc: bartistic2@aol.com; _STO - Appropriated Contributions
<STO.Appropriated.Contributions@sto.sc.gov>

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

Hi Ms. Middleton,

I wanted to send you this email, but I will also be giving you a call this afternoon to discuss it further.

When I did a quick review of the form you submitted, I noticed there were a few areas left blank. The following sections "Contribution Information", "Organization Information", and "Budget" had cells blank that will need to be completed. I have highlighted the areas in yellow. Once you complete those areas, you will then need to sign in the "Organization Signature" area.

I would recommend waiting until you are issued your vendor number to complete the form.

Typically the vendor numbers issued begin with 7000*.

The SOS registration mentioned in my previous email is different than the vendor registration discussed above. Below I have included contact information for two individuals from the SOS Office that would be able to assist with any questions regarding registering with the SOS.

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

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

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

From: Bertha Middleton <wicic5605@gmail.com>

Sent: Thursday, November 10, 2022 12:36 PM

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

Cc: bartistic2@aol.com

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

Good afternoon

I filed for and received a VN number- VN.Island56. I did not receive confirmation email so I called on Thursday and was told the VN number was there, waiting for registration also they were a bit behind. Please advise if there is anything else I may be able to do.

Thank you

Bertha Middleton

On Thu, Nov 10, 2022 at 12:30 PM _STO - Appropriated Contributions

<STO.Appropriated.Contributions@sto.sc.gov> wrote:

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. Therefore, if the:

Receiving organization has not registered with the SC SOS's office:

The receiving organization should follow the link below to complete registration.

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

Upon registration, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter or a copy of the webpage showing the receiver's status when submitting documents for processing to our office.

Receiving organization has a registration on file with the SC SOC's Office:

Please use the charity search tool below to confirm registration.

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

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

Thank you,
Meg

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

South Carolina Treasurer’s Office

[1200 Senate Street, Suite 214](#)

Wade Hampton Bldg., Columbia, SC 29201

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

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#); bartistic2@aol.com
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, February 23, 2023 9:41:17 AM
Attachments: [earmarked-appropriations-disbursement-request-form-sto_update.xlsx](#)

Hi Ms. Middleton,

Thank you for calling me this morning! I greatly appreciate it. Attached is the disbursement request form that needs to be updated. I have updated some of the cells to make it easier for you. You only need to fill in the "Purpose", "Vendor Number", "Budget", "Organization Signature", and "Date" sections. Once everything is completed, you are more than welcome to send the form back to me in Excel form.

The purpose will be an abbreviated version of how the funds will be spent.

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The budget amounts can be estimates, but they must equal to the contribution amount.

I have updated the font for the organization signature so you just have to type your name in it once you are ready.

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

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If you have any questions, please let me know.

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

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South Carolina Treasurer's Office

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

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

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
\$500,000.00	X220 - Aid to Subdivisions – Treasurer	

Organization Information	
Entity Name	Wadmalaw Island Community Center
Address	P O Box 46 5605 Katy Hill Road
City/State/Zip	Wadmalaw Island SC 29487
Website	https://www.facebook.com/people/Wadmalaw-Island-C
Tax ID #	57-0695049
Entity Type	Other
Vendor #	

Organization Contact Information	
Contact Name	Bertha S Middleton
Position/Title	Director
Telephone	843-557-8408
Email	wicic5605@gmail.com

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
Repair on exsisting building for safety:		
Ceiling -much needed, floors, kitchen, bathrooms		Repairs needed for safety of all using facility, kitchen to DHEC approval
Doors and window replacement		
ramp at back door		more accessible for handicap entrance
AC units		one new and exisiting repaired
Weekly food for pantry and blessing box		
Utilities and Gas		
Repairs to home on property		Repairs and upgrade for use of anyone needing shelter
Vehicle		Transportation for seniors and elderly to Dr. appt., events etc.
Grand Total	\$0.00	

<p align="center">Please explain how these funds will be used to provide a public benefit:</p> <p>The Community Center is the Hub for this Community. The existing building is 40 years old and built in part by unskilled workers, yet the Community through their efforts have maintained. It provides a place where the seniors can meet to fellowship, classes are held to include but are not limited to-quilting, sweetgrass basket weaving, Bible Study and educational sessions to include, Will Clinics, Heirs Property Seminars,Voters Registration, blood drives, Dementia seminars, Fitness Classes, Annual Veterans, Thanksgiving and Christmas celebration/dinners. Community Center partner with Local Nursing Home(post Covid) to provide a day with the residents in safe safe, fun environment. The Director sits on the Board of the Paraclete Foundation-funds are donated and raised to help repair homes for our seniors include replacing roofs nd other critical repairs. In the last two years over 50 residents have been assisted. It is our hope to include a small stitpend for the person to oversee some of these projects. In addition to events the Community Center also provide a place where the Community host monthly and special meetings. Maintaining Internet and WIFI allows the center to opens it's doors for students and others to come by and access when needed. The Center is also in an early phase of completing a Passive Park, that will be used by the Community, future plans include a nature trail, bird watching, park benches will be placed in the area for residents to enjoy the scenery and relax. It's the desire of the committee to have a covered pavillion. Photos of all events, seminars to include progress of the Passive park is available for your viewing,</p>
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<p align="center">Organization Certifications</p> <p>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.</p> <p>2) Organization certifies that it will provide quarterly spending reports to the Agency Providing Contribution listed above.</p> <p>3) Organization certifies that it will provide an accounting at the end of the fiscal year to the Agency Providing Contribution listed above.</p> <p>4) Organization certifies that it will allow the State Auditor to audit or cause to be audited the contributed funds.</p>

_____ Organization Signature	_____ Director
_____ Bertha S Middleton Printed Name	_____ Title
_____ Printed Name	_____ Date

<p align="center">Certifications of State Agency Providing Contribution</p> <p>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.</p> <p>2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.</p> <p>3) State Agency certifies that it will make distributions directly to the organization.</p> <p>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.</p> <p>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.</p> <p>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.</p>

_____ 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: 2/23/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Bertha Middleton. Bertha and Meg discussed what was needed in each section of the disbursement request form. Meg provided clarification about the vendor number and told Bertha that she would email her the information as well. Bertha asked that if she had any questions could she contact Meg about them and Meg confirmed that she could email or call her anytime.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from BERTHA MIDDLETO (843-557-8408) on 2/23/23 8:37 AM for 8037342658
Date: Thursday, February 23, 2023 8:38:03 AM
Attachments: [8435578408-022323-083713-8037342658-916855-1.wav](#)



Voice Message from BERTHA MIDDLETO (843-557-8408) on 2/23/23 8:37 AM (14 second msg)

MESSAGE:

" Good morning. This is Bertha medicine from the Ward Miller Island community Center, give me a call back at your convenience 843-557-8408. Thank you so much."

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

Communication Log

Date: 2/22/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Bertha Middleton to discuss her organization's disbursement request form. Ms. Middleton did not answer, but Meg left a voicemail requesting her call back when she could.

Communication Log

Date: 2/15/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Bertha Middleton to discuss her organization's disbursement request form. Ms. Middleton did not answer, but Meg left a voicemail requesting her call back when she could.

Communication Log

Date: 2/7/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Bertha Middleton to discuss her organization's disbursement request form. Ms. Middleton did not answer, but Meg left a voicemail requesting her call back when she could.

Communication Log

Date: 1/25/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Bertha Middleton to confirm that she had received her previous emails. Meg left a voicemail stating the date the email was sent as well what was still needed. Meg asked that if there were any questions for her to please reach out.

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#)
Cc: [bartistic2@aol.com](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office
Date: Friday, January 13, 2023 3:32:25 PM

Hi Ms. Middleton,

I wanted to check in to see if you had any questions or if I could assist you with your submission in any way.

-Meg

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

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
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When I did a quick review of the form you submitted, I noticed there were a few areas left blank. The following sections "Contribution Information", "Organization Information", and "Budget" had cells blank that will need to be completed. I have highlighted the areas in yellow. Once you complete those areas, you will then need to sign in the "Organization Signature" area. I would recommend waiting until you are issued your vendor number to complete the form. Typically the vendor numbers issued begin with 7000*.

The SOS registration mentioned in my previous email is different than the vendor registration discussed above. Below I have included contact information for two individuals from the SOS Office that would be able to assist with any questions regarding registering with the SOS. Kim Wickersham, CPM, Director, Public Charities Division of the SC SOS's Office at (803) 734-2174 or kwickersham@sos.sc.gov
Shannon Wiley, General Counsel & Public Information Director of the SC SOS's Office at (803) 734-0246 or swiley@sos.sc.gov

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

From: Bertha Middleton <wicic5605@gmail.com>

Sent: Thursday, November 10, 2022 12:36 PM

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

Cc: bartistic2@aol.com

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

Good afternoon

I filed for and received a VN number- VN.Island56. I did not receive confirmation email so I called on Thursday and was told the VN number was there, waiting for registration also they were a bit behind. Please advise if there is anything else I may be able to do.

Thank you

Bertha Middleton

On Thu, Nov 10, 2022 at 12:30 PM _STO - Appropriated Contributions
<STO.Appropriated.Contributions@sto.sc.gov> wrote:

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. Therefore, if the:

Receiving organization has not registered with the SC SOS's office:

The receiving organization should follow the link below to complete registration.

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

Upon registration, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter or a copy of the webpage showing the receiver's status when submitting documents for processing to our office.

Receiving organization has a registration on file with the SC SOC's Office:

Please use the charity search tool below to confirm registration.

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

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

Thank you,
Meg

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

South Carolina Treasurer’s Office

[1200 Senate Street, Suite 214](#)

Wade Hampton Bldg., Columbia, SC 29201

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

From: [_STO - Appropriated Contributions](#)
To: wicic5605@gmail.com; bartistic2@aol.com
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 11:27:15 AM
Importance: High

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

Communication Log

Date: 11/14/2022

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Ms. Middleton in regards to her voicemail about vendor registration and left a voicemail for her to contact Meg if she needed any assistance after reviewing the most recent email that Meg sent to her.

From: [_STO - Appropriated Contributions](#)
To: [Bertha Middleton](#)
Cc: [bartistic2@aol.com](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office
Date: Monday, November 14, 2022 1:24:16 PM
Attachments: [earmarked-appropriations-disbursement-request-form-sto.xlsx](#)

Hi Ms. Middleton,

I wanted to send you this email, but I will also be giving you a call this afternoon to discuss it further.

When I did a quick review of the form you submitted, I noticed there were a few areas left blank. The following sections "Contribution Information", "Organization Information", and "Budget" had cells blank that will need to be completed. I have highlighted the areas in yellow. Once you complete those areas, you will then need to sign in the "Organization Signature" area.

I would recommend waiting until you are issued your vendor number to complete the form. Typically the vendor numbers issued begin with 7000*.

The SOS registration mentioned in my previous email is different than the vendor registration discussed above. Below I have included contact information for two individuals from the SOS Office that would be able to assist with any questions regarding registering with the SOS.

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

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

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 | Meg.Romaniello@sto.sc.gov

From: Bertha Middleton <wicic5605@gmail.com>
Sent: Thursday, November 10, 2022 12:36 PM
To: _STO - Appropriated Contributions <STO.APPROPRIATED.Contributions@sto.sc.gov>
Cc: [bartistic2@aol.com](#)
Subject: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office

Good afternoon

I filed for and received a VN number- VN.Island56. I did not receive confirmation email so I called on Thursday and was told the VN number was there, waiting for registration also they were a bit behind. Please advise if there is anything else I may be able to do.

Thank you
Bertha Middleton

On Thu, Nov 10, 2022 at 12:30 PM _STO - Appropriated Contributions
<STO.Appropriated.Contributions@sto.sc.gov> wrote:

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. Therefore, if the:

Receiving organization has not registered with the SC SOS's office:

The receiving organization should follow the link below to complete registration.

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

Upon registration, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter or a copy of the webpage showing the receiver's status when submitting documents for processing to our office.

Receiving organization has a registration on file with the SC SOC's Office:

Please use the charity search tool below to confirm registration.

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

An organization that is currently registered will have a status that says "registered." 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

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

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

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose

Organization Information	
Entity Name	Wadmalaw Island Community Center
Address	P O Box 46 5605 Katy Hill Road
City/State/Zip	Wadmalaw Island SC 29487
Website	n/a
Tax ID #	
Entity Type	Other
Vendor #	

Organization Contact Information	
Contact Name	Bertha S Middleton
Position/Title	Director
Telephone	843-557-8408
Email	wicic5605@gmail.com

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
Repair on existing building for safety:		
Ceiling -much needed, floors, kitchen, bathrooms		Repairs needed for safety of all using facility, kitchen to DHEC approval
Doors and window replacement		
ramp at back door		more accessible for handicap entrance
AC units		one new and existing repaired
Weekly food for pantry and blessing box		
Utilities and Gas		
Repairs to home on property		Repairs and upgrade for use of anyone needing shelter
Vehicle		Transportation for seniors and elderly to Dr. appt., events etc.
Grand Total	\$0.00	

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

The Community Center is the Hub for this Community. The existing building is 40 years old and built in part by unskilled workers, yet the Community through their efforts have maintained. It provides a place where the seniors can meet to fellowship, classes are held to include but are not limited to-quilting, sweetgrass basket weaving, Bible Study and educational sessions to include, Will Clinics, Heirs Property Seminars, Voters Registration, blood drives, Dementia seminars, Fitness Classes, Annual Veterans, Thanksgiving and Christmas celebration/dinners. Community Center partner with Local Nursing Home(post Covid) to provide a day with the residents in safe safe, fun environment. The Director sits on the Board of the Paraclete Foundation-funds are donated and raised to help repair homes for our seniors include replacing roofs and other critical repairs. In the last two years over 50 residents have been assisted. It is our hope to include a small stipend for the person to oversee some of these projects. In addition to events the Community Center also provide a place where the Community host monthly and special meetings. Maintaining Internet and WIFI allows the center to opens it's doors for students and others to come by and access when needed. The Center is also in an early phase of completing a Passive Park, that will be used by the Community, future plans include a nature trail, bird watching, park benches will be placed in the area for residents to enjoy the scenery and relax. It's the desire of the committee to have a covered pavillion. Photos of all events, seminars to include progress of the Passive park is available for your viewing,

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	Director
	Title
Bertha S Middleton	28-Oct-22
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

From: [Romaniello, Meg](#)
To: [_STO - Appropriated Contributions](#)
Subject: FW: [External] Voice Message from BERTHA MIDDLETO (843-557-8408) on 11/10/22 2:43 PM for 8037342658
Date: Thursday, November 10, 2022 2:49:19 PM
Attachments: [8435578408-111022-144340-8037342658-882094-1.wav](#)

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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

From: giSTT Message <giSTT@mutaresoftware.com>
Sent: Thursday, November 10, 2022 2:49 PM
To: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] Voice Message from BERTHA MIDDLETO (843-557-8408) on 11/10/22 2:43 PM for 8037342658



Voice Message from BERTHA MIDDLETO (843-557-8408) on 11/10/22 2:43 PM (240 second msg)

MESSAGE:

" This is Bertha Middleton with the walk a lot of community Center. I just wanted to give you a call. I'm in reference to email that I received it. I did respond to your email, but I do have a question. Give me a call at your convenience and it is in reference to the registration. I did go online get the vendor got that information and I did speak to someone last week who said that they were running a little behind so, I haven't gotten a confirmation letter yet. I'm waiting for that. There's something else. I need to do please. Let me know thank you so much."

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

From: [Bertha Middleton](#)
To: [_STO - Appropriated Contributions](#)
Cc: bartistic2@aol.com
Subject: [External] Re: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, November 10, 2022 12:36:38 PM

Good afternoon

I filed for and received a VN number- VN.Island56. I did not receive confirmation email so I called on Thursday and was told the VN number was there, waiting for registration also they were a bit behind. Please advise if there is anything else I may be able to do.

Thank you
Bertha Middleton

On Thu, Nov 10, 2022 at 12:30 PM _STO - Appropriated Contributions
<_STO.Appropriated.Contributions@sto.sc.gov> wrote:

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. Therefore, if the:

Receiving organization has not registered with the SC SOS's office:

The receiving organization should follow the link below to complete registration.

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

Upon registration, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter or a copy of the webpage showing the receiver's status when submitting documents for processing to our office.

Receiving organization has a registration on file with the SC SOC's Office:

Please use the charity search tool below to confirm registration.

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

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

Thank you,

Meg



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

South Carolina Treasurer’s Office

[1200 Senate Street, Suite 214](#)

Wade Hampton Bldg., Columbia, SC 29201

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

From: [_STO - Appropriated Contributions](#)
To: wicic5605@gmail.com; bartistic2@aol.com
Cc: [_STO - Appropriated Contributions](#)
Subject: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, November 10, 2022 12:30:51 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. Therefore, if the:

Receiving organization has not registered with the SC SOS's office:

The receiving organization should follow the link below to complete registration.

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

Upon registration, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter or a copy of the webpage showing the receiver's status when submitting documents for processing to our office.

-

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Please use the charity search tool below to confirm registration.

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

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

Thank you,
Meg

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

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

From: [Bertha Middleton](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] Fwd:
Date: Wednesday, November 2, 2022 1:48:48 PM
Attachments: [earmarked-appropriations-disbursement-request-form-sto.xlsx](#)

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

From: **Bertha Smalls Middleton** <bartistic2@aol.com>
Date: Fri, Oct 28, 2022 at 11:32 AM
Subject:
To: Bertha Smalls Middleton <bartistic2@aol.com>, wicic5605@gmail.com
<wicic5605@gmail.com>

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

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

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose

Organization Information	
Entity Name	Wadmalaw Island Community Center
Address	P O Box 46 5605 Katy Hill Road
City/State/Zip	Wadmalaw Island SC 29487
Website	n/a
Tax ID #	
Entity Type	Other
Vendor #	

Organization Contact Information	
Contact Name	Bertha S Middleton
Position/Title	Director
Telephone	843-557-8408
Email	wicic5605@gmail.com

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
Repair on existing building for safety:		
Ceiling -much needed, floors, kitchen, bathrooms		Repairs needed for safety of all using facility, kitchen to DHEC approval
Doors and window replacement		
ramp at back door		more accessible for handicap entrance
AC units		one new and existing repaired
Weekly food for pantry and blessing box		
Utilities and Gas		
Repairs to home on property		Repairs and upgrade for use of anyone needing shelter
Vehicle		Transportation for seniors and elderly to Dr. appt., events etc.
Grand Total	\$0.00	

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

The Community Center is the Hub for this Community. The existing building is 40 years old and built in part by unskilled workers, yet the Community through their efforts have maintained. It provides a place where the seniors can meet to fellowship, classes are held to include but are not limited to-quilting, sweetgrass basket weaving, Bible Study and educational sessions to include, Will Clinics, Heirs Property Seminars, Voters Registration, blood drives, Dementia seminars, Fitness Classes, Annual Veterans, Thanksgiving and Christmas celebration/dinners. Community Center partner with Local Nursing Home(post Covid) to provide a day with the residents in safe safe, fun environment. The Director sits on the Board of the Paraclete Foundation-funds are donated and raised to help repair homes for our seniors include replacing roofs and other critical repairs. In the last two years over 50 residents have been assisted. It is our hope to include a small stipend for the person to oversee some of these projects. In addition to events the Community Center also provide a place where the Community host monthly and special meetings. Maintaining Internet and WIFI allows the center to opens it's doors for students and others to come by and access when needed. The Center is also in an early phase of completing a Passive Park, that will be used by the Community, future plans include a nature trail, bird watching, park benches will be placed in the area for residents to enjoy the scenery and relax. It's the desire of the committee to have a covered pavillion. Photos of all events, seminars to include progress of the Passive park is available for your viewing,

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	Director
	Title
Bertha S Middleton	28-Oct-22
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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- 3) State Agency certifies that it will make distributions directly to the organization.
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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

From: [Bertha Smalls Middleton](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] Re: Earmarked Appropriations Disbursement Request form voicemail
Date: Friday, October 28, 2022 9:38:01 AM

Good Morning

Thank you so much,

-----Original Message-----

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
To: bartistic2@aol.com <bartistic2@aol.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Wed, Oct 26, 2022 5:22 pm
Subject: Earmarked Appropriations Disbursement Request form voicemail

Hi Ms. Middleton,

You are correct that the document is protected, but the cells where you would need to enter data are not protected. If you click in one of the cells such as A6, you should be able to enter data.

Please let me know if there is anything else I can assist with.

-Meg



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

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

From: [_STO - Appropriated Contributions](#)
To: bartistic2@aol.com
Cc: [_STO - Appropriated Contributions](#)
Subject: Earmarked Appropriations Disbursement Request form voicemail
Date: Wednesday, October 26, 2022 5:22:18 PM

Hi Ms. Middleton,

You are correct that the document is protected, but the cells where you would need to enter data are not protected. If you click in one of the cells such as A6, you should be able to enter data. Please let me know if there is anything else I can assist with.

-Meg

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

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

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from BERTHA MIDDLETO [REDACTED]) on 10/26/22 2:44 PM for 8037342658
Date: Wednesday, October 26, 2022 2:46:09 PM
Attachments: [REDACTED] [-102622-144434-8037342658-876337-1.wav](#)



Voice Message from BERTHA MIDDLETO [REDACTED]) on 10/26/22 2:44 PM (35 second msg)

MESSAGE:

" Hi, this is Bertha Middleton. I'm with the word a lot of community Center. We were communicating via email. I'm trying to complete the document and apparently the spreadsheet that you sent me. The second time the Excel spreadsheet is protected. So I'm unable to complete it give me a call or just send me an email with any additional update. So that I can complete get it to them thank you so much."

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

From: [_STO - Appropriated Contributions](#)
To: bartistic2@aol.com
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External]
Date: Monday, October 24, 2022 4:27:27 PM
Attachments: [Earmarked Appropriations Disbursement Request form updated.xlsx](#)

Hi Ms. Middleton,

I apologize that the original attachment did not open.
Please let me know if you have any issues with this attachment.

-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: Bertha Smalls Middleton <bartistic2@aol.com>
Sent: Monday, October 24, 2022 2:35 PM
To: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External]

Good Afternoon

Thank you for the e information. The second attachment opens to a blank page, no review available.
Please Advise.

Thanks Again
Bertha

[Sent from the all new AOL app for iOS](#)

From: [_STO - Appropriated Contributions](#)
To: wicic5605@gmail.com
Cc: [_STO - Appropriated Contributions](#)
Subject: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, October 20, 2022 11:17:51 AM
Attachments: [STO Appropriated Funds Cover Letter - Wadmalaw Island Community Center.pdf](#)
[Earmarked Appropriations Disbursement Request form updated.xlsx](#)

Hello,

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

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

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

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

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

STO.Appropriated.Contributions@sto.sc.gov

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

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

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

Thank you,
Meg

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

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

10/20/2022

Bertha Middleton
Wadmalaw Island Community Center
5605 Katy Hill Road
Wadmalaw Island, SC 29487

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

Dear Bertha Middleton:

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>
Wadmalaw Island Community Center	\$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. We look forward to working with you.

Sincerely,



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

SOUTH CAROLINA OFFICE OF THE STATE TREASURER APPROPRIATED CONTRIBUTIONS REPORTING REQUIREMENTS

INSTRUCTIONS

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

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

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

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

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

Applicable Law on Reporting Responsibilities

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

Proviso 117.21 requires the following:

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

Law Related to Appropriated Contributions

Proviso 117.21. GP: Organizations Receiving State Appropriations Report

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

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

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

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

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

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

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

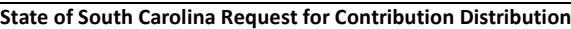
Executive Order No. 2022-19 Section 1. C.

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

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

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

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



Contribution Information		
Amount	State Agency Providing the Contribution	Purpose

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	

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

- 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.

Title

Date _____

- 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.

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