From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com; mayorandrelaws gmail.com
Subject: [External] Quarterly Report for STO Appropriated Contributions (Ending 6/30/25)
Date: Tuesday, July 15, 2025 4:21:12 PM
Attachments: Quarterly Update for STO Appropriated Contributions.pdf

---

See Attachment, you will find the quarterly report (ending 6/30/25)

Thanks,

Russell A. Miller
Town of Lynchburg

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 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, 2025.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
$40,000	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID#	57-0540428
Entity Type	Other

Reporting Period	
Reporting Period	Quarter 4: April 1, 2025 - June 30, 2025

Organization Contact Information	
Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Accounting of how the funds have been spent:

Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
UPDATE COMPUTER SYSTEM	$5,500.00			$0.00	$0.00	$0.00	$5,500.00
UPDATE PHONE SYSTEM	$2,500.00			$0.00	$0.00	$0.00	$2,500.00
REDO RAMP TO BUILDING	$8,500.00			$0.00	$0.00	$0.00	$8,500.00
OFFICE SPACE	$5,000.00			$0.00	$0.00	$0.00	$5,000.00
MOVING EXPENSE	$1,000.00			$0.00	$0.00	$0.00	$1,000.00
ALARM SYSTEM	$1,500.00			$0.00	$0.00	$0.00	$1,500.00
PARKING SPACE (ADA COMPLIANCE)	$10,000.00			$0.00	$0.00	$0.00	$10,000.00
OFFICE EQUIPMENT/FURNITURE	$2,500.00			$0.00	$0.00	$0.00	$2,500.00
MEETING ROOM	$3,500.00			$0.00	$0.00	$0.00	$3,500.00
Grand Total	**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**

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

We are still getting bids for the work to be done at Town Hall. We should start using the funds soon.

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.

Andre' Laws
Signature

Andre' Laws
Printed Name

Mayor
Title

07/15/2025
Date

From: _STO - Appropriated Contributions
To: mayorandrelaws gmail.com; lynchburg@ftc-i.net
Cc: _STO - Appropriated Contributions
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, July 15, 2025 4:02:27 PM

Hello,

Currently my reports show that your organization has funds left unspent from the FY25 Appropriated Earmarks. This is a reminder about your quarterly update that is due soon.

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

Q4 (ending 6/30/25) update due date: 7/15/25

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

-Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II
South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | STO.Appropriated.Contributions@sto.sc.gov

From:	Russell A. Miller
To:	"lynchburg@ftc-i.net"; _STO - Appropriated Contributions
Subject:	Re: [External] STO MARCH 2025 QTLY REPORT
Date:	Tuesday, July 15, 2025 11:44:44 AM
Attachments:	image003.png

Thanks.
Russell

On Tuesday, July 15, 2025 at 11:12:56 AM EDT, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Hey Russell,

Please see attached.

-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: Russell A. Miller <ramiller1955@yahoo.com>
Sent: Tuesday, July 15, 2025 10:30 AM
To: _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov>
Subject: Re: [External] STO MARCH 2025 QTLY REPORT

Good morning Ms. Meg Romaniello;

Please email us the reporting form for the Quarterly Update for the $40,000.00 Grant. Email addresses: lynchburg@ftc-i.net and ramiller1955@yahoo.com

Thanks
Russell A. Miller

On Wednesday, April 9, 2025 at 09:40:14 AM EDT, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Hi Russell,

I took a quick look and there is one section that needs to be updated.
If no expenses have occurred, please put zeros in the column.

he funds have been spent:					
	Expenditures				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Wednesday, April 9, 2025 9:16 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] STO MARCH 2025 QTLY REPORT

Attached is the March 2025 Qtly Report.

Russell A. Miller

From:	_STO - Appropriated Contributions
To:	Russell A. Miller; "lynchburg@ftc-i.net"
Cc:	_STO - Appropriated Contributions
Subject:	RE: [External] STO MARCH 2025 QTLY REPORT
Date:	Tuesday, July 15, 2025 11:12:47 AM
Attachments:	image003.png FY25 Quarterly Expenditure Report_template.xlsx

---

Hey Russell,

Please see attached.

-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: Russell A. Miller <ramiller1955@yahoo.com>
Sent: Tuesday, July 15, 2025 10:30 AM
To: _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov>
Subject: Re: [External] STO MARCH 2025 QTLY REPORT

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Thanks
Russell A. Miller

On Wednesday, April 9, 2025 at 09:40:14 AM EDT, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

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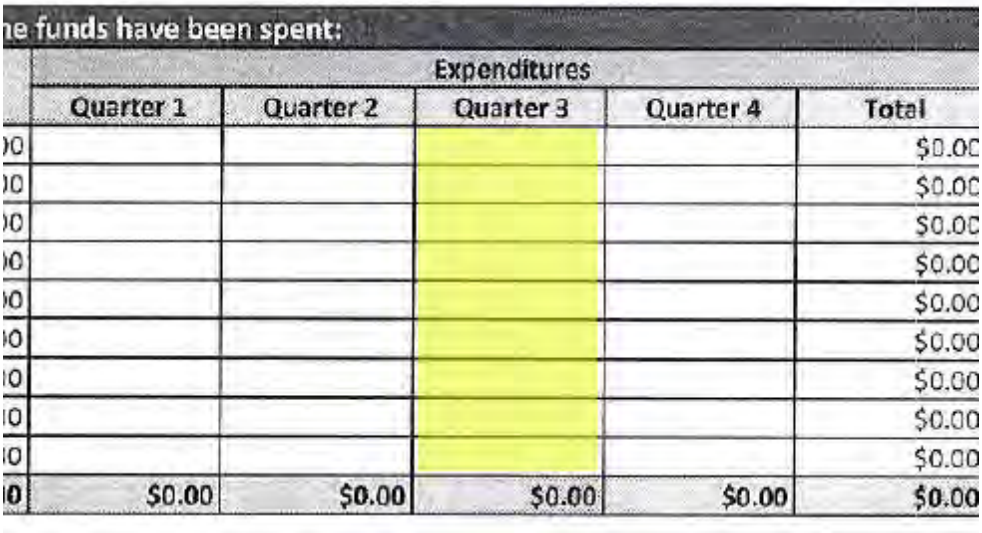
If no expenses have occurred, please put zeros in the column.



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	Expenditures				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
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00					$0.00
00					$0.00
00					$0.00
00	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Wednesday, April 9, 2025 9:16 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] STO MARCH 2025 QTLY REPORT

Attached is the March 2025 Qtly Report.

Russell A. Miller

SOUTH CAROLINA OFFICE OF THE STATE TREASURER
CONTRIBUTION EXPENDITURE REPORT

INSTRUCTIONS

Below are details about the various sections of the contribution expenditure report that is due quarterly as well as some answers to frequently asked questions.

- Contribution Information
  - This section should match what was listed on the disbursement request form your organization submitted.
  - The State Agency Providing the Contribution should match what is listed in Proviso 118.20.
- Organization Information
  - This section should match what was listed on the disbursement request form your organization submitted.
- Organization Contact Information and Secondary Organization Contact Information
  - This section should match what was listed on the disbursement request form your organization submitted unless the contacts need to be updated.
    - If updates are needed, please provide the new contact information in this section.
- Reporting Period
  - This represents the period that the expenses occurred.
  - Please select an option from the drop-down menu.
- Accounting of how the funds have been spent:
  - Description
    - This section should match what was listed on the disbursement request form your organization submitted unless you are able to provide additional details than what was originally submitted. If detailed information is available, it is preferred.
  - Budget
    - This section should match what was listed on the disbursement request form your organization submitted.
    - Over time, organizations have had to move funds between budget lines due to a change in need for certain areas. This is allowable as long as the total budget matches what was awarded.
  - Expenditures
    - The total amount for each budget line that was spent during the quarter.
    - If no expenses occurred for a specific budget line during a quarter, please put a zero.
      - Blank columns will lead us to believe that your organization still needs to input data.
- Explanation of any unspent funds
  - This section will only need to be completed on the Q4 report each fiscal year until the funds are fully spent.
- Expenditure Certifications
  - The person who signs this section should be the individual that the organization chooses as the certifier that the information provided is accurate.

Completed forms should be emailed directly to STO.Appropriated.Contributions@sto.sc.gov.

At the end of each fiscal year, after Q4 reports are received, organizations that have funds remaining to be spent will receive an updated template for them to use for the next fiscal year. This updated report will include the balance of what was spent in the previous fiscal year to assist organizations with tracking the remining balance of their funds.

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 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, 2025.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
$40,000	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID#	57-0540428
Entity Type	Other

Reporting Period	
Reporting Period	Quarter 4: April 1, 2025 - June 30, 2025

Organization Contact Information	
Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Accounting of how the funds have been spent:

Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
UPDATE COMPUTER SYSTEM	$5,500.00			$0.00		$0.00	$5,500.00
UPDATE PHONE SYSTEM	$2,500.00			$0.00		$0.00	$2,500.00
REDO RAMP TO BUILDING	$8,500.00			$0.00		$0.00	$8,500.00
OFFICE SPACE	$5,000.00			$0.00		$0.00	$5,000.00
MOVING EXPENSE	$1,000.00			$0.00		$0.00	$1,000.00
ALARM SYSTEM	$1,500.00			$0.00		$0.00	$1,500.00
PARKING SPACE (ADA COMPLIANCE)	$10,000.00			$0.00		$0.00	$10,000.00
OFFICE EQUIPMENT/FURNITURE	$2,500.00			$0.00		$0.00	$2,500.00
MEETING ROOM	$3,500.00			$0.00		$0.00	$3,500.00
Grand Total	**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**

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

Expenditure Certification

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

Signature

Title

Printed Name

Date

From: Russell A. Miller
To: _STO - Appropriated Contributions
Subject: Re: [External] STO MARCH 2025 QTLY REPORT
Date: Tuesday, July 15, 2025 10:32:30 AM
Attachments: image001.png

Good morning Ms. Meg Romaniello;

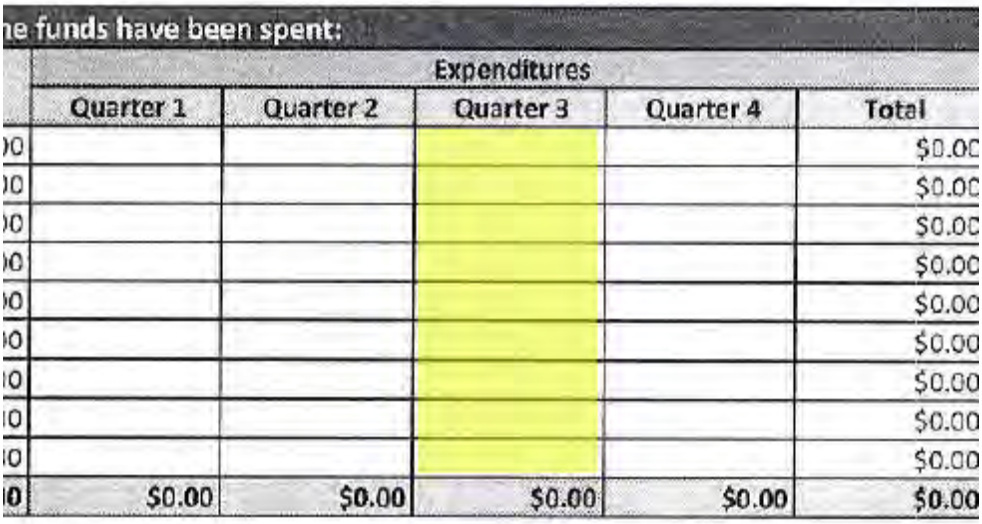
Please email us the reporting form for the Quarterly Update for the $40,000.00 Grant. Email addresses: lynchburg@ftc-i.net and ramiller1955@yahoo.com

Thanks
Russell A. Miller

On Wednesday, April 9, 2025 at 09:40:14 AM EDT, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Hi Russell,

I took a quick look and there is one section that needs to be updated.
If no expenses have occurred, please put zeros in the column.



ne funds have been spent:					
	Expenditures				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>

Sent: Wednesday, April 9, 2025 9:16 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] STO MARCH 2025 QTLY REPORT

Attached is the March 2025 Qtly Report.

Russell A. Miller

From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions
Cc: ramiller1955@yahoo.com
Subject: [External] STO March 2025 Qtly Report
Date: Wednesday, April 9, 2025 2:50:02 PM
Attachments: STO March 2025 Reporting.pdf

Attached is the March 2025 Qtly Report

Russell A Miller

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 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, 2025.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
$40,000	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURH
Address	P.O. BOX 147
City/State/Zip	LNCHBURG, SC 29080
Website	
Tax ID#	57-0540428
Entity Type	Other

Reporting Period	
Reporting Period	Quarter 3: January 1, 2025 - March 31, 2025

Organization Contact Information	
Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Accounting of how the funds have been spent:

Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	Balance
UPDATE COMPUTER SYSTEM	$5,500.00			$0.00		$0.00	$5,500.00
UPDATE PHONE SYSTEM	$2,500.00			$0.00		$0.00	$2,500.00
REDO RAMP TO BUILDING	$8,500.00			$0.00		$0.00	$8,500.00
OFFICE SPACE	$5,000.00			$0.00		$0.00	$5,000.00
MOVING EXPENSE	$1,000.00			$0.00		$0.00	$1,000.00
ALARM SYSTEM	$1,500.00			$0.00		$0.00	$1,500.00
PARKING SPACE (ADA COMLInce)	$10,000.00			$0.00		$0.00	$10,000.00
OFFICE EQUIPMENT/FURNITURE	$2,500.00			$0.00		$0.00	$2,500.00
MEETING ROOM	$3,500.00			$0.00		$0.00	$3,500.00
Grand Total	**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**

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

ANDRE' LWAS
Printed Name

MAYOR
Title

04-08-2025
Date

From: _STO - Appropriated Contributions
To: lynchburg@ftc-i.net
Cc: ramiller1955@yahoo.com; _STO - Appropriated Contributions
Subject: RE: [External] STO MARCH 2025 QTLY REPORT
Date: Wednesday, April 9, 2025 9:40:12 AM
Attachments: image001.png

Hi Russell,

I took a quick look and there is one section that needs to be updated.
If no expenses have occurred, please put zeros in the column.

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	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
00					$0.00
00					$0.00
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00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Wednesday, April 9, 2025 9:16 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] STO MARCH 2025 QTLY REPORT

Attached is the March 2025 Qtly Report.

Russell A. Miller

From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] STO MARCH 2025 QTLY REPORT
Date: Wednesday, April 9, 2025 9:18:30 AM
Attachments: STO March 2025 .pdf

Attached is the March 2025 Qtly Report.

Russell A. Miller

State of South Carolina Contribution Expenditure Report

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Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
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Tax ID#	57-0540428
Entity Type	Other

Reporting Period	
Reporting Period	Quarter 3: January 1, 2025 - March 31, 2025

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Name	ANDRE' LAWS
Position/Title	MAYOR
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OFFICE EQUIPMENT/FURNITURE	$2,500.00					$0.00	$2,500.00
MEETING ROOM	$3,500.00					$0.00	$3,500.00
Grand Total	**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**

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

ANDRE' LAWS
Printed Name

MAYOR
Title

04/08/2025
Date

From: _STO - Appropriated Contributions
To: lynchburg@ftc-i.net
Cc: ramiller1955@yahoo.com; _STO - Appropriated Contributions
Subject: RE: [External] STO MARCH 2025 QTLY REPORT
Date: Wednesday, April 9, 2025 9:40:12 AM
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00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00					$0.00
00	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

-Meg

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

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Subject: [External] STO MARCH 2025 QTLY REPORT

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Russell A. Miller

From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] STO MARCH 2025 QTLY REPORT
Date: Wednesday, April 9, 2025 9:18:30 AM
Attachments: STO March 2025 .pdf

Attached is the March 2025 Qtly Report.

Russell A. Miller

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 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, 2025.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
$40,000	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID#	57-0540428
Entity Type	Other

Reporting Period	
Reporting Period	Quarter 3: January 1, 2025 - March 31, 2025

Organization Contact Information	
Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Accounting of how the funds have been spent:

Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
UPDATE COMPUTER SYSTEM	$5,500.00					$0.00	$5,500.00
UPDATE PHONE SYSTEM	$2,500.00					$0.00	$2,500.00
REDO RAMP TO BUILDING	$8,500.00					$0.00	$8,500.00
OFFICE SPACE	$5,000.00					$0.00	$5,000.00
MOVING EXPENSE	$1,000.00					$0.00	$1,000.00
ALARM SYSTEM	$1,500.00					$0.00	$1,500.00
PARKING SPACE (ADA COMLInce)	$10,000.00					$0.00	$10,000.00
OFFICE EQUIPMENT/FURNITURE	$2,500.00					$0.00	$2,500.00
MEETING ROOM	$3,500.00					$0.00	$3,500.00
Grand Total	**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**

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

ANDRE' LAWS
Printed Name

MAYOR
Title

04/08/2025
Date

From: _STO - Appropriated Contributions
To: mayorandrelaws@gmail.com; lynchburg@ftc-i.net
Cc: _STO - Appropriated Contributions
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, April 1, 2025 5:00:35 PM

Hello,

Currently my reports show that your organization has funds left unspent from the FY25 Appropriated Earmarks. This is a reminder about your quarterly update that is due soon.

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

Q3 (ending 3/31/25) update due date: 4/15/25

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

-Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II
South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | STO.Appropriated.Contributions@sto.sc.gov

From:	lynchburg@ftc-i.net
To:	_STO - Appropriated Contributions
Cc:	lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject:	[External] FY25 Appropriated Contributions Payment Confirmation and Quarterly Report
Date:	Tuesday, January 14, 2025 11:17:45 AM
Attachments:	Xerox Scan 20250114 111014.pdf

Hell Meg,

Attach you will find FY25 Quarterly Expenditure Report.

Thanks

Russell A. Miller

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 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, 2025.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
$40,000	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID#	57-0540428
Entity Type	Other

Reporting Period	
Reporting Period	Quarter 2: October 1, 2024 - December 31, 2024

Organization Contact Information	
Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC.I.NET

Accounting of how the funds have been spent:

Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
UPDATE COMPUTER SYSTEM	$5,500.00	$0.00	$0.00			$0.00	$5,500.00
UPDATE PHONE SYSTEM	$2,500.00	$0.00	$0.00			$0.00	$2,500.00
REDO RAMP TO BUILDING	$8,500.00	$0.00	$0.00			$0.00	$8,500.00
OFFICE SPACE	$5,000.00	$0.00	$0.00			$0.00	$5,000.00
MOVING EXPENSE	$1,000.00	$0.00	$0.00			$0.00	$1,000.00
ALARM SYSTEM	$1,500.00	$0.00	$0.00			$0.00	$1,500.00
PARKING SPACE (ADA COMPLIANCE)	$10,000.00	$0.00	$0.00			$0.00	$10,000.00
OFFICE EQUIPMENT/FURNITURE	$2,500.00	$0.00	$0.00			$0.00	$2,500.00
MEETING ROOM	$3,500.00	$0.00	$0.00			$0.00	$3,500.00
Grand Total	**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**

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

ANDRE' LAWS
Printed Name

MAYOR
Title

14 Jan 2025
Date

From: _STO - Appropriated Contributions
To: mayorandrelaws@gmail.com; lynchburg@ftc-i.net
Cc: _STO - Appropriated Contributions
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Thursday, January 2, 2025 6:13:15 PM

Happy New Year!

This is a reminder about your quarterly update that is due soon. Since this is the first report you will be submitting, please see below for some helpful notes.

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

Q2 (ending 12/31/24) update due date: 1/15/25

Helpful Notes:

- Contribution Information, Organization Information, Organization Contact Information, and Secondary Organization Contact Information
    - The information in these cells should match what was listed in your approved Disbursement Request form.
    - The contact information should be updated if changes have been made since the Disbursement Request form was submitted.
- Reporting Period
    - Even though this is your first quarterly report due, this is technically the Quarter 2 report.
- Accounting of how the funds have been spent:
    - Description and Budget should match what was provided in your approved Disbursement Request form unless addition detail is needing/able to be provided.
    - Some organization knowing that they will receive the funds within the fiscal year start spending the funds July 1. If that occurred, you would put the expenses that occurred during the July 1 to September 30 time frame in the Quarter 1 column, and the expenses that occurred October 1 to December 31 in Quarter 2 column.
    - If no expenses have occurred since July 1, please put zeros in both Quarter 1 and Quarter 2 columns.
    - If funds are provided to subgrantees and/or affiliated non-profits, a description of how they are sending the funds is required per the proviso.
- Explanation of any unspent funds
    - Only needs to be completed on the Q4 report at the end of each fiscal year.

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

-Meg

Meg Romaniello, MBA, CPM | Accounting/Fiscal Manager II
South Carolina Treasurer's Office
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2658 | STO.Appropriated.Contributions@sto.sc.gov

From: _STO - Appropriated Contributions
To: mayorandrelaws@gmail.com; lynchburg@ftc-i.net
Cc: _STO - Appropriated Contributions
Subject: FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Wednesday, December 18, 2024 2:40:07 PM
Attachments: Appropriated Grants Letter - Town of Lynchburg - Town Hall Renovations.pdf
Quarterly Expenditure Report Instructions.pdf
FY25 Quarterly Expenditure Report_template.xlsx

Hello,

Please see attached for your payment confirmation letter.
I have also included your quarterly expenditure report spreadsheet that you will use as well as instructions.
Below is the schedule of when quarterly reports are due. Your first quarterly report will be due **January 15, 2025**.

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.

Since funds are just being received, your organization may not have any expenditures to report. If that is the case, you will put zeros in the expenditure section with the quarters that had no expenses.
Please note that we must have separate quarterly expenditure reports per appropriation.
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|STO.Appropriated.Contributions@sto.sc.gov

THE HONORABLE CURTIS M. LOFTIS, JR.
State Treasurer

December 18, 2024

Andre' Laws and Russell A. Miller
Town of Lynchburg
P.O. Box 147
Lynchburg, South Carolina 29080

Dear Andre' Laws and Russell A. Miller:

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 $40,000 representing your organization's appropriated contributions. In accordance with Budget Proviso 117.21, you will now need to submit quarterly updates on funds spent. A schedule has been provided below for your reference. Your first quarterly report will be due January 15, 2025.

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

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

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

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

Sincerely,

Meg Romaniello
Accounting/Fiscal Manager II

SOUTH CAROLINA OFFICE OF THE STATE TREASURER
CONTRIBUTION EXPENDITURE REPORT

INSTRUCTIONS

Below are details about the various sections of the contribution expenditure report that is due quarterly as well as some answers to frequently asked questions.

- Contribution Information
  - This section should match what was listed on the disbursement request form your organization submitted.
  - The State Agency Providing the Contribution should match what is listed in Proviso 118.20.
- Organization Information
  - This section should match what was listed on the disbursement request form your organization submitted.
- Organization Contact Information and Secondary Organization Contact Information
  - This section should match what was listed on the disbursement request form your organization submitted unless the contacts need to be updated.
    - If updates are needed, please provide the new contact information in this section.
- Reporting Period
  - This represents the period that the expenses occurred.
  - Please select an option from the drop-down menu.
- Accounting of how the funds have been spent:
  - Description
    - This section should match what was listed on the disbursement request form your organization submitted unless you are able to provide additional details than what was originally submitted. If detailed information is available, it is preferred.
  - Budget
    - This section should match what was listed on the disbursement request form your organization submitted.
    - Over time, organizations have had to move funds between budget lines due to a change in need for certain areas. This is allowable as long as the total budget matches what was awarded.
  - Expenditures
    - The total amount for each budget line that was spent during the quarter.
    - If no expenses occurred for a specific budget line during a quarter, please put a zero.
      - Blank columns will lead us to believe that your organization still needs to input data.
- Explanation of any unspent funds
  - This section will only need to be completed on the Q4 report each fiscal year until the funds are fully spent.
- Expenditure Certifications
  - The person who signs this section should be the individual that the organization chooses as the certifier that the information provided is accurate.

Completed forms should be emailed directly to STO.Appropriated.Contributions@sto.sc.gov.

At the end of each fiscal year, after Q4 reports are received, organizations that have funds remaining to be spent will receive an updated template for them to use for the next fiscal year. This updated report will include the balance of what was spent in the previous fiscal year to assist organizations with tracking the remining balance of their funds.

SOUTH CAROLINA OFFICE OF THE STATE TREASURER
CONTRIBUTION EXPENDITURE REPORT

INSTRUCTIONS

Below are details about the various sections of the contribution expenditure report that is due quarterly as well as some answers to frequently asked questions.

- Contribution Information
  - This section should match what was listed on the disbursement request form your organization submitted.
  - The State Agency Providing the Contribution should match what is listed in Proviso 118.20.
- Organization Information
  - This section should match what was listed on the disbursement request form your organization submitted.
- Organization Contact Information and Secondary Organization Contact Information
  - This section should match what was listed on the disbursement request form your organization submitted unless the contacts need to be updated.
    - If updates are needed, please provide the new contact information in this section.
- Reporting Period
  - This represents the period that the expenses occurred.
  - Please select an option from the drop-down menu.
- Accounting of how the funds have been spent:
  - Description
    - This section should match what was listed on the disbursement request form your organization submitted unless you are able to provide additional details than what was originally submitted. If detailed information is available, it is preferred.
  - Budget
    - This section should match what was listed on the disbursement request form your organization submitted.
    - Over time, organizations have had to move funds between budget lines due to a change in need for certain areas. This is allowable as long as the total budget matches what was awarded.
  - Expenditures
    - The total amount for each budget line that was spent during the quarter.
    - If no expenses occurred for a specific budget line during a quarter, please put a zero.
      - Blank columns will lead us to believe that your organization still needs to input data.
- Explanation of any unspent funds
  - This section will only need to be completed on the Q4 report each fiscal year until the funds are fully spent.
- Expenditure Certifications
  - The person who signs this section should be the individual that the organization chooses as the certifier that the information provided is accurate.

Completed forms should be emailed directly to STO.Appropriated.Contributions@sto.sc.gov.

At the end of each fiscal year, after Q4 reports are received, organizations that have funds remaining to be spent will receive an updated template for them to use for the next fiscal year. This updated report will include the balance of what was spent in the previous fiscal year to assist organizations with tracking the remining balance of their funds.

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 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, 2025.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
	X220 - Aid to Subdivisions - Treasurer	

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

Reporting Period	
Reporting Period	

Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Accounting of how the funds have been spent:

Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
						$0.00	$0.00
Grand Total	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

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

Expenditure Certification

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

Signature

Title

Printed Name

Date

From: giSTT Message
To: Romaniello, Meg
Subject: [External] Voice Message from Lynchburg Town (803-437-2933) on 11/20/24 11:32 AM for 8037342658
Date: Wednesday, November 20, 2024 11:33:47 AM
Attachments: 8034372933-112024-113227-8037342658-1154738-1.wav

Voice Message from Lynchburg Town (803-437-2933) on 11/20/24 11:32 AM (29 second msg)

MESSAGE:

"Good morning. This is Rossumel with the town of Lansford. I was calling the touch space which updated the farm, the grant farm. You wanted me to fill in. I wanted to make sure I had it right before we send it back to you. My number here is Erichot 803-437-2933. That's Erichot 803-437-2933."

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

From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions; ramiller1955@yahoo.com; lynchburg@ftc-i.net
Subject: [External] UPDATED INFORMATION FOR CONTRIBUTION
Date: Wednesday, November 20, 2024 2:26:07 PM
Attachments: Xerox Scan 20241120 141647.pdf

HELLO MEG;

ATTACHED IS THE UPDATED INFORMATION FOR THER CONTRIBUTION DISTRIBUTION.

RUSSELL A. MILLER

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 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
$40,000.00	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
UPDATE COMPUTER SYSTEM	$5,500.00	PURHASE NEW COMPUTER/SOFTWARE
UPDATE PHONE SYSTEM	$2,500.00	ADD ADDITIONAL PHONES
REDO RAMP TO BUILDING	$8,500.00	UPDATE RAMP TO FRONT AND REAR ENTRANCE
OFFICE SPACE	$5,000.00	CREATE ADDITIONAL OFFICES
MOVING EXPENSE	$1,000.00	MOVE FURNITURE TO NEW BUILDING
ALARM SYSTEM	$1,500.00	INSTALL NEW ALARM SYSTEM
PARKING SPACE(ADA COMPLIANCE)	$10,000.00	PAVE NEW PARKING LOT
OFFICE EQUIPMENT/FURNTURE	$2,500.00	NEW EQUIPMENT/FURNITURE
MEETING ROOM	$3,500.00	MAKE ROOM READY FOR MEETINGS, ETC.
Grand Total	**$40,000.00**	

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

The Town will improve the former Police Department building to be used as the new Town Hall. The current Town Hall is in disrepair. The town owns the former Police building , which is not in use and can more feasibly and economically be renovated for continued use.

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: MAYOR

Printed Name: Andre' Laws — Date: 11.20.2024

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.
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, 2025.
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.
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, 2025.

*

Agency Head Signature — Date

Printed Name

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Reviewed by: _____

Reviewed by: _____

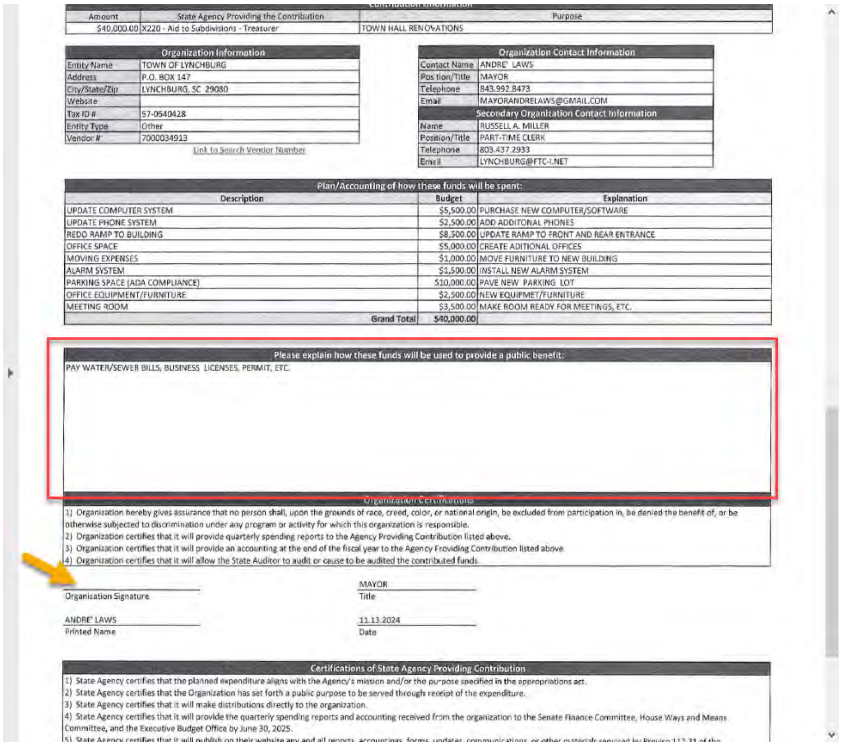
From: Russell A. Miller
To: _STO - Appropriated Contributions
Subject: Re: [External] STO; Appropriated Contribution
Date: Tuesday, November 19, 2024 5:07:06 PM
Attachments: image003.png

Rec'd Russell

On Tuesday, November 19, 2024 at 02:46:45 PM EST, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Hi Russell,

Thank you for sending me an updated form. I will need the area boxed in red below to be updated to reflect the information in the second screenshot that is boxed in green. Once that area is updated, the form would need to be signed.



Amount	State Agency Providing the Contribution	Purpose
$40,000.00	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
UPDATE COMPUTER SYSTEM	$5,500.00	PURCHASE NEW COMPUTER/SOFTWARE
UPDATE PHONE SYSTEM	$2,500.00	ADD ADDITONAL PHONES
REDO RAMP TO BUILDING	$8,500.00	UPDATE RAMP TO FRONT AND REAR ENTRANCE
OFFICE SPACE	$5,000.00	CREATE ADITIONAL OFFICES
MOVING EXPENSES	$1,000.00	MOVE FURNITURE TO NEW BUILDING
ALARM SYSTEM	$1,500.00	INSTALL NEW ALARM SYSTEM
PARKING SPACE (ADA COMPLIANCE)	$10,000.00	PAVE NEW PARKING LOT
OFFICE EQUIPMENT/FURNITURE	$2,500.00	NEW EQUIPMET/FURNITURE
MEETING ROOM	$3,500.00	MAKE ROOM READY FOR MEETINGS, ETC.
Grand Total	$40,000.00	

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

PAY WATER/SEWER BILLS, BUSINESS LICENSES, PERMIT, ETC.

Organization Certifications

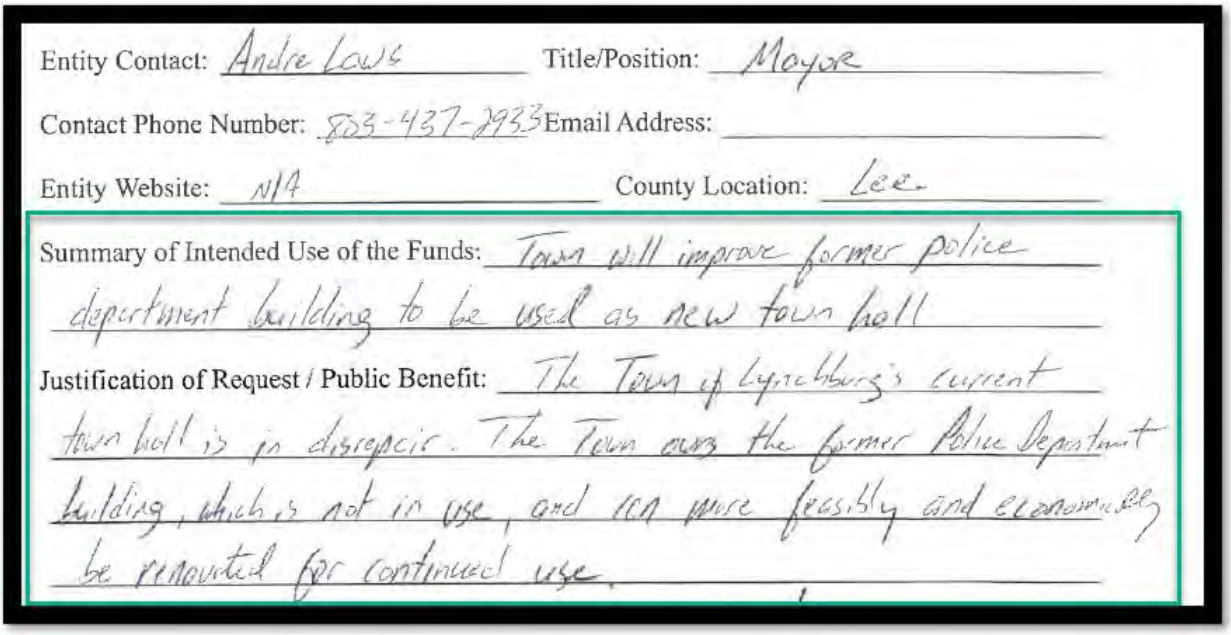
1) Organization hereby gives assurance that no person shall, upon the grounds of race, creed, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity for which this organization is responsible.
2) 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: MAYOR

Printed Name: ANDRE' LAWS — Date: 11.13.2024

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.
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, 2025.



Entity Contact: Andre Laws Title/Position: Mayor

Contact Phone Number: 803-437-2933 Email Address:

Entity Website: N/A County Location: Lee

Summary of Intended Use of the Funds: Town will improve former police department building to be used as new town hall

Justification of Request / Public Benefit: The Town of Lynchburg's current town hall is in disrepair. The Town owns the former Police Department building, which is not in use, and can more feasibly and economically be renovated for continued use.

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Wednesday, November 13, 2024 12:02 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: mayorandrelaws@gmail.com; ramiller1955@yahoo.com; lynchburg@ftc-i.net
Subject: [External] STO; Appropriated Contribution

Hi Meg;

Attached is the updated information that you requested.

Sincerely,

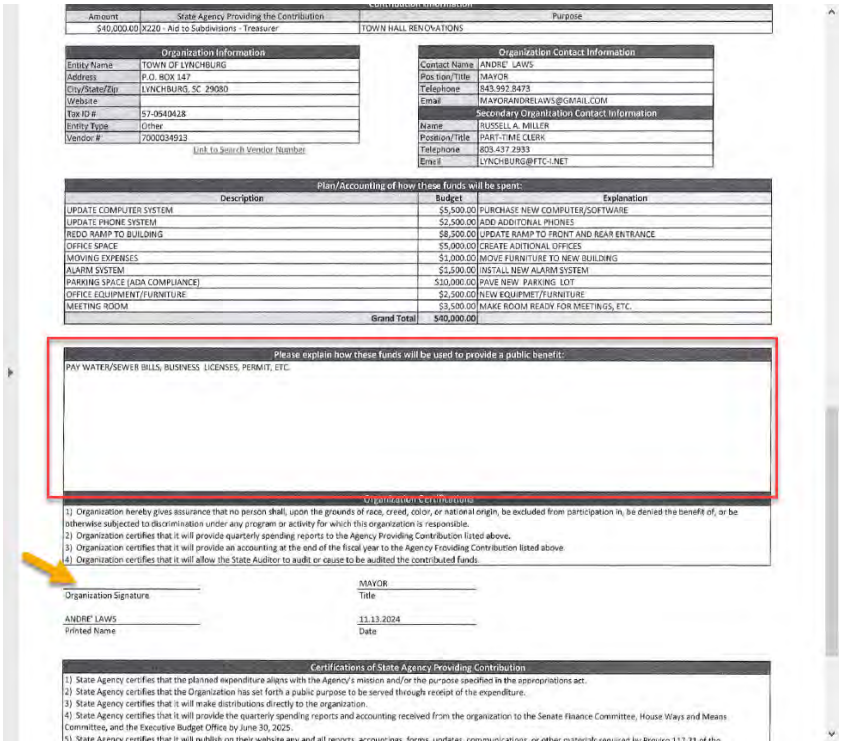
Russell A. Miller

Assistant Town Clerk

From: _STO - Appropriated Contributions
To: "lynchburg@ftc-i.net"
Cc: mayorandrelaws@gmail.com; ramiller1955@yahoo.com; _STO - Appropriated Contributions
Subject: RE: [External] STO; Appropriated Contribution
Date: Tuesday, November 19, 2024 2:46:39 PM
Attachments: image003.png

Hi Russell,

Thank you for sending me an updated form. I will need the area boxed in red below to be updated to reflect the information in the second screenshot that is boxed in green. Once that area is updated, the form would need to be signed.



Amount	State Agency Providing the Contribution	Purpose
$40,000.00	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information

Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information

Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM

Secondary Organization Contact Information

Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
UPDATE COMPUTER SYSTEM	$5,500.00	PURCHASE NEW COMPUTER/SOFTWARE
UPDATE PHONE SYSTEM	$2,500.00	ADD ADDITONAL PHONES
REDO RAMP TO BUILDING	$8,500.00	UPDATE RAMP TO FRONT AND REAR ENTRANCE
OFFICE SPACE	$5,000.00	CREATE ADITIONAL OFFICES
MOVING EXPENSES	$1,000.00	MOVE FURNITURE TO NEW BUILDING
ALARM SYSTEM	$1,500.00	INSTALL NEW ALARM SYSTEM
PARKING SPACE (ADA COMPLIANCE)	$10,000.00	PAVE NEW PARKING LOT
OFFICE EQUIPMENT/FURNITURE	$2,500.00	NEW EQUIPMET/FURNITURE
MEETING ROOM	$3,500.00	MAKE ROOM READY FOR MEETINGS, ETC.
Grand Total	$40,000.00	

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

PAY WATER/SEWER BILLS, BUSINESS LICENSES, PERMIT, ETC.

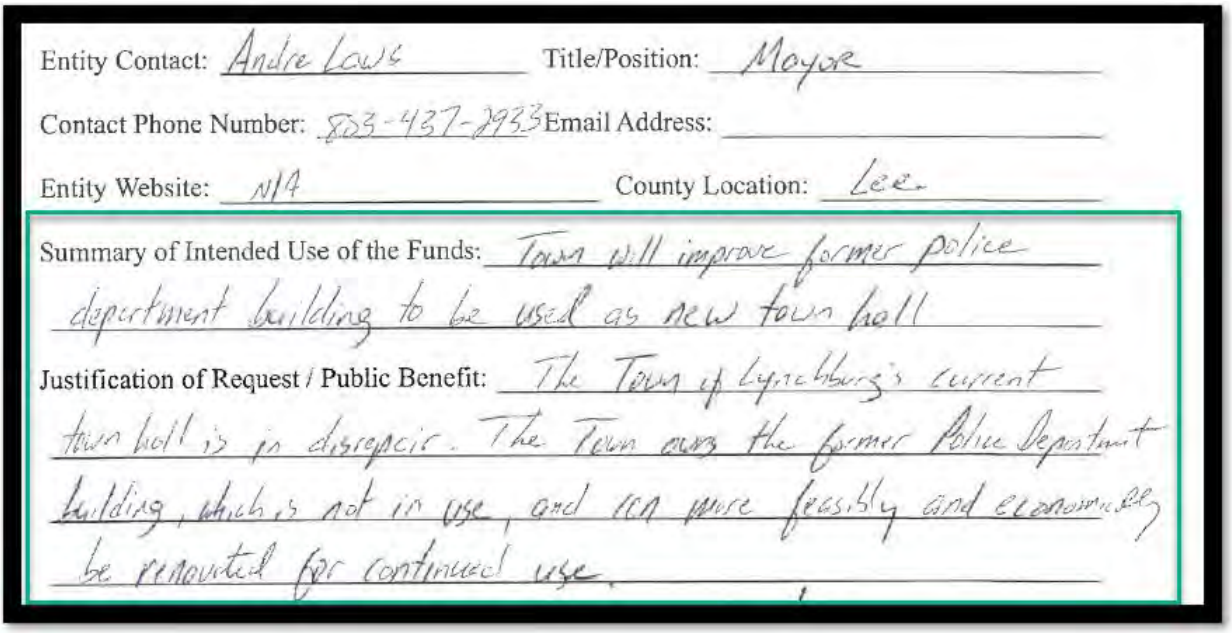
Organization Certifications

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 — MAYOR, Title
ANDRE' LAWS, Printed Name — 11.13.2024, 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.
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, 2025.



Entity Contact: Andre Laws Title/Position: Mayor

Contact Phone Number: 843-437-2933 Email Address: _____

Entity Website: N/A County Location: Lee

Summary of Intended Use of the Funds: Town will improve former police department building to be used as new town hall

Justification of Request / Public Benefit: The Town of Lynchburg's current town hall is in disrepair. The Town owns the former Police Department building, which is not in use, and can more feasibly and economically be renovated for continued use.

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Wednesday, November 13, 2024 12:02 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: mayorandrelaws@gmail.com; ramiller1955@yahoo.com; lynchburg@ftc-i.net
Subject: [External] STO; Appropriated Contribution

Hi Meg;

Attached is the updated information that you requested.

Sincerely,

Russell A. Miller
Assistant Town Clerk

From:	lynchburg@ftc-i.net
To:	_STO - Appropriated Contributions
Cc:	mayorandrelaws@gmail.com; ramiller1955@yahoo.com; lynchburg@ftc-i.net
Subject:	[External] STO; Appropriated Contribution
Date:	Wednesday, November 13, 2024 12:05:38 PM
Attachments:	Xerox Scan 20241113 114919.pdf

Hi Meg;

Attached is the updated information that you requested.

Sincerely,

Russell A. Miller
Assistant Town Clerk

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 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
$40,000.00	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@G.MAIL.COM
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
TOWN HALL RENOVATIONS	$40,000.00	REOVATIONS
Grand Total	$40,000.00	

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

PAY WATER/SEWER BILLS, BUSINES LICENSES, PERMITS, ETC.

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 contr buted funds.

Organization Signature

Mayor
Title

Andre' Laws
Printed Name

11-1-2024
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.
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, 2025.
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.
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, 2025.

*

Agency Head Signature

Date

Printed Name

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Rev ewed by: _____

Rev ewed by: _____

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 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
$40,000.00	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Pos tion/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@GMAIL.COM
Secondary Organization Contact Information	
Name	RUSSELL A. MILLER
Position/Title	PART-TIME CLERK
Telephone	803.437.2933
Email	LYNCHBURG@FTC-I.NET

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
UPDATE COMPUTER SYSTEM	$5,500.00	PURCHASE NEW COMPUTER/SOFTWARE
UPDATE PHONE SYSTEM	$2,500.00	ADD ADDITONAL PHONES
REDO RAMP TO BUILDING	$8,500.00	UPDATE RAMP TO FRONT AND REAR ENTRANCE
OFFICE SPACE	$5,000.00	CREATE ADITIONAL OFFICES
MOVING EXPENSES	$1,000.00	MOVE FURNITURE TO NEW BUILDING
ALARM SYSTEM	$1,500.00	INSTALL NEW ALARM SYSTEM
PARKING SPACE (ADA COMPLIANCE)	$10,000.00	PAVE NEW PARKING LOT
OFFICE EQUIPMENT/FURNITURE	$2,500.00	NEW EQUIPMET/FURNITURE
MEETING ROOM	$3,500.00	MAKE ROOM READY FOR MEETINGS, ETC.
Grand Total	**$40,000.00**	

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

PAY WATER/SEWER BILLS, BUSINESS LICENSES, PERMIT, ETC.

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

MAYOR
Title

ANDRE' LAWS
Printed Name

11.13.2024
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.
2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
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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, 2025.

*

Agency Head Signature

Date

Printed Name

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Reviewed by:

Reviewed by:

From: Russell A. Miller
To: _STO - Appropriated Contributions
Subject: Re: [External] FY25 Appropriated Contributions Enrollment Form
Date: Friday, November 8, 2024 1:28:06 PM
Attachments: image001.png

Rec'd Russell

On Friday, November 8, 2024 at 12:49:42 PM EST, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Hello,

I did a quick review and noticed two areas that will need to be updated.

A secondary contact is needed, and details about how the funds will be used to provide a public benefit will need to be updated as well.

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@G.MAIL.COM
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
TOWN HALL RENOVATIONS	$40,000.00	REOVATIONS
Grand Total	$40,000.00	

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

PAY WATER/SEWER BILLS, BUSINES LICENSES, PERMITS, ETC.

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Friday, November 1, 2024 3:40 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] FY25 Appropriated Contributions Enrollment Form

Attach you will find the FY25 Appropriated Contributions Enrollment Form for the Town of Lynchburg.

Sincerely,

Andre' Laws, Mayor

Town of Lynchburg

From: _STO - Appropriated Contributions
To: "lynchburg@ftc-i.net"; _STO - Appropriated Contributions
Cc: ramiller1955@yahoo.com
Subject: RE: [External] FY25 Appropriated Contributions Enrollment Form
Date: Friday, November 8, 2024 12:49:37 PM
Attachments: image001.png

Hello,

I did a quick review and noticed two areas that will need to be updated.
A secondary contact is needed, and details about how the funds will be used to provide a public benefit will need to be updated as well.

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@G.MAIL.COM
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
TOWN HALL RENOVATIONS	$40,000.00	REOVATIONS
Grand Total	$40,000.00	

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

PAY WATER/SEWER BILLS, BUSINES LICENSES, PERMITS, ETC.

-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: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Friday, November 1, 2024 3:40 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] FY25 Appropriated Contributions Enrollment Form

Attach you will find the FY25 Appropriated Contributions Enrollment Form for the Town of Lynchburg.

Sincerely,

Andre' Laws, Mayor
Town of Lynchburg

From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions
Cc: lynchburg@ftc-i.net; ramiller1955@yahoo.com
Subject: [External] FY25 Appropriated Contributions Enrollment Form
Date: Friday, November 1, 2024 3:42:22 PM
Attachments: Xerox Scan 20241101 152301.pdf

Attach you will find the FY25 Appropriated Contributions Enrollment Form for the Town of Lynchburg.

Sincerely,

Andre' Laws, Mayor
Town of Lynchburg

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 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
$40,000.00	X220 - Aid to Subdivisions - Treasurer	TOWN HALL RENOVATIONS

Organization Information	
Entity Name	TOWN OF LYNCHBURG
Address	P.O. BOX 147
City/State/Zip	LYNCHBURG, SC 29080
Website	
Tax ID #	57-0540428
Entity Type	Other
Vendor #	7000034913

Link to Search Vendor Number

Organization Contact Information	
Contact Name	ANDRE' LAWS
Position/Title	MAYOR
Telephone	843.992.8473
Email	MAYORANDRELAWS@G.MAIL.COM
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
TOWN HALL RENOVATIONS	$40,000.00	REOVATIONS
Grand Total	$40,000.00	

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

PAY WATER/SEWER BILLS, BUSINES LICENSES, PERMITS, ETC.

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 contr buted funds.

Organization Signature

Mayor
Title

Andre' Laws
Printed Name

11-1-2024
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.
2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
3) State Agency certifies that it will make distributions directly to the organization.
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5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act.
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, 2025.

*

Agency Head Signature

Date

Printed Name

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Reviewed by:

Reviewed by:

From:	giSTT Message
To:	Romaniello, Meg
Subject:	[External] Voice Message from Lynchburg Town (803-437-2933) on 10/30/24 10:37 AM for 8037342658
Date:	Wednesday, October 30, 2024 10:38:55 AM
Attachments:	8034372933-103024-103737-8037342658-1146225-1.wav

Voice Message from Lynchburg Town (803-437-2933) on 10/30/24 10:37 AM (21 second msg)

MESSAGE:

"Good morning. This message from Miss Mag. Ramanella. This is Russell Miller with the Town of Lansford. Would you give me a call back please? My phone number is Erychord 803-437-2933. That's the Town of Lansford. Thank you."

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

From: _STO - Appropriated Contributions
To: "lynchburg@ftc-i.net"
Cc: _STO - Appropriated Contributions
Subject: RE: [External] Re: Status check for FY25 Earmarked Appropriations Disbursement Request form
Date: Tuesday, October 29, 2024 9:32:44 AM
Attachments: FY25 Appropriated Contributions Enrollment Packet.msg

---

Hi Jacquelyn,

Attached is the email that was sent. Please let me know if you have any questions.

-Meg

From: lynchburg@ftc-i.net <lynchburg@ftc-i.net>
Sent: Wednesday, October 23, 2024 12:48 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: lynchburg@ftc-i.net
Subject: [External] Re: Status check for FY25 Earmarked Appropriations Disbursement Request form

Hello Ms. Romaniella,

On behalf of the Town of Lynchburg. We never received the FY25 Earmarked Appropriations Disbursement Request form. Yes, please resend the email. I would greatly appreciate it. Thank you.

Jacquelyn McDonald, Clerk
Town of Lynchburg
(803) 437-2933
lynchburg@ftc-i.net

> On Wed Oct 23 2024 _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov> wrote:
> ---------- Original Message ----------
> Hello,
>
> Currently, we have not received your completed Earmarked Appropriations Disbursement Request form.
> I wanted to reach out to confirm that you received the FY25 Appropriated Contributions Enrollment Packet email sent on 9/11/24 and to check if you had any questions regarding the process, form, etc.
> If you need the email resent, please let me know and I will be happy to resend it 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

From: _STO - Appropriated Contributions
To: mayorandrelaws@gmail.com
Cc: _STO - Appropriated Contributions; lynchburg@ftc-i.net
Subject: FY25 Appropriated Contributions Enrollment Packet
Date: Wednesday, October 23, 2024 12:09:13 PM
Attachments: STO Appropriated Funds Cover Letter - Town of Lynchburg - Town Hall Renovations.pdf
FY25 Earmarked Appropriations Disbursement Request form_update.xlsx

---

Hello,

The State of South Carolina Fiscal Year 2024-2025 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 2024-2025 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 with the Secretary of State's ("SOS") Office and as a vendor with the State of South Carolina. Details on how to register with the SOS and as a vendor will be included in the attached letter. The registration with the SOS is required per Proviso 118.20.D, but it does not apply to governmental entities or entities created by statute. 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

September 10, 2024

Andre Laws
Town of Lynchburg
P.O. Box 147
Lynchburg, South Carolina 29080

RE: State Appropriated Contributions, FY 24-25 Reporting Requirements

Dear Andre Laws:

The State of South Carolina Fiscal Year 2024-2025 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.

Organization receiving appropriated funds:	Amount
Town of Lynchburg - Town Hall Renovations	$40,000.00

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 complete quarterly spending reports until funds are fully expended. The quarterly report template will be provided at a future 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 2022-19, 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 registered, 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.

In accordance with Proviso 118.20.D, funds shall not be disbursed until verification that receiver's organization is registered as a business, nonprofit, or charitable organization with the South Carolina Secretary of State's office (SOS). This requirement does not apply to governmental entities or entities created by statute. If your organization has not registered or obtained an exemption from the SC SOS's office, please follow the link below to complete registration or to request a registration exemption.

Before You File Online | SC Secretary of State

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 TREASURE
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, 2025, the organization must continue to provide a quarterly report until completion.

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

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, ***including an accounting of funds provided to subgrantees and affiliated non-profits.***
- 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.

SOUTH CAROLINA OFFICE OF THE STATE TREASURER
REQUEST FOR CONTRIBUTION DISTRIBUTION

INSTRUCTIONS

Below are details about the various sections of the disbursement request form and some answers to frequently asked questions.

- Contribution Information
  - Amount
    - This amount should match the amount awarded in Proviso 118.20.B.99.
  - Purpose
    - This should be a very brief explanation (no more than one sentence) of the purpose the funds will be used for.
- Organization Information
  - Website
    - If you do not have a website, please leave blank.
  - Entity Type
    - Please select one of the options from the drop down rather than typing in this cell.
  - Vendor Number
    - If you do not know your vendor number, please use the following link to search for it: https://webprod.cio.sc.gov/SCVendorSearch/vendorSearch.do
    - If you do not have a vendor number, please use the following link: https://procurement.sc.gov/doing-biz/registration
      - For vendor registration questions and assistance contact the Division of Procurement Services at 803-737-0600.
- Organization Contact Information and Secondary Organization Contact Information
  - Two contacts are required.
  - An email address for both contacts is also required.
- Plan/Accounting of how these funds will be spent.
  - Description
    - Expenditure descriptions similar to those used in your organization's accounting records should be used.
  - Budget
    - It is normal for these to be estimates since many organizations are not certain the exact amounts needed for each line item at the start of their projects.
    - The total should match the amount listed in the contribution information.
    - Even if the total to complete the project is more than what has been awarded, please only list what the awarded funds will be used toward.
  - Explanation
    - When applicable, can be used to provide additional information to categorize expenditures by program or initiative.
- Please explain how these funds will be used to provide a public benefit.
  - Explanations typically do not go over the space provided, but if needed, please email STO.Appropriated.Contributions@sto.sc.gov.
- Organization Certifications
  - The signer for the organization can be whomever the organization chooses to sign. The proviso does not state who the organization's signer has to be.
- Certifications of State Agency Providing Contribution
  - Please leave blank. This section is to be completed by STO.
- Governing Board and Executive Tab
  - Only needs to be completed by Non-profit Organizations.
  - If additional lines are needed, please email STO.Appropriated.Contributions@sto.sc.gov.

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, including an accounting of funds provided to subgrantees and affiliated non-profits.

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

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

Executive Order No. 2022-19 Section 1. C.
I hereby order and direct, pursuant to article IV, section 17 of the South Carolina Constitution and sections 1-1-840 and 1-3-10 of the South Carolina Code of Laws, that any Executive Branch agency or department, as further defined herein, that receives earmarked appropriations, as further defined herein, in the annual Appropriations Act shall promptly make available for public review and inspection on the agency or department's website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21.

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

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

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

State of South Carolina Request for Contribution Distribution

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act 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
	X220 - Aid to Subdivisions - Treasurer	

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

Link to Search Vendor Number

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

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

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

Organization Certifications

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

Organization Signature _____ Title _____

Printed Name _____ Date _____

Certifications of State Agency Providing Contribution

1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act.
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, 2025.
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.
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, 2025.

*

Agency Head Signature _____ Date _____

Printed Name _____

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Reviewed by: _____

Reviewed by: _____

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.

Members of Your Organization's Governing Board	
Name	**Board Position, if applicable**

Your Organization's Executive Officer	
Name	**Title**

From: lynchburg@ftc-i.net
To: _STO - Appropriated Contributions
Cc: lynchburg@ftc-i.net
Subject: [External] Re: Status check for FY25 Earmarked Appropriations Disbursement Request form
Date: Wednesday, October 23, 2024 12:48:04 PM

Hello Ms. Romaniella,

On behalf of the Town of Lynchburg. We never received the FY25 Earmarked Appropriations Disbursement Request form. Yes, please resend the email. I would greatly appreciate it. Thank you.

Jacquelyn McDonald, Clerk
Town of Lynchburg
(803) 437-2933
lynchburg@ftc-i.net

> On Wed Oct 23 2024 _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov> wrote:
> ---------- Original Message ----------
>
> Hello,
>
> Currently, we have not received your completed Earmarked Appropriations Disbursement Request form.
>
> I wanted to reach out to confirm that you received the FY25 Appropriated Contributions Enrollment Packet email sent on 9/11/24 and to check if you had any questions regarding the process, form, etc.
>
> If you need the email resent, please let me know and I will be happy to resend it 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

From: _STO - Appropriated Contributions
To: mayorandrelaws@gmail.com
Cc: _STO - Appropriated Contributions; lynchburg@ftc-i.net
Subject: FY25 Appropriated Contributions Enrollment Packet
Date: Wednesday, October 23, 2024 12:09:13 PM
Attachments: STO Appropriated Funds Cover Letter - Town of Lynchburg - Town Hall Renovations.pdf
FY25 Earmarked Appropriations Disbursement Request form_update.xlsx

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Hello,

The State of South Carolina Fiscal Year 2024-2025 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 2024-2025 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 with the Secretary of State's ("SOS") Office and as a vendor with the State of South Carolina. Details on how to register with the SOS and as a vendor will be included in the attached letter. The registration with the SOS is required per Proviso 118.20.D, but it does not apply to governmental entities or entities created by statute. 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

September 10, 2024

Andre Laws
Town of Lynchburg
P.O. Box 147
Lynchburg, South Carolina 29080

RE: State Appropriated Contributions, FY 24-25 Reporting Requirements

Dear Andre Laws:

The State of South Carolina Fiscal Year 2024-2025 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.

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Before You File Online | SC Secretary of State

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 TREASURE
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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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

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)

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- 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.

SOUTH CAROLINA OFFICE OF THE STATE TREASURER
REQUEST FOR CONTRIBUTION DISTRIBUTION

INSTRUCTIONS

Below are details about the various sections of the disbursement request form and some answers to frequently asked questions.

- Contribution Information
  - Amount
    - This amount should match the amount awarded in Proviso 118.20.B.99.
  - Purpose
    - This should be a very brief explanation (no more than one sentence) of the purpose the funds will be used for.
- Organization Information
  - Website
    - If you do not have a website, please leave blank.
  - Entity Type
    - Please select one of the options from the drop down rather than typing in this cell.
  - Vendor Number
    - If you do not know your vendor number, please use the following link to search for it: https://webprod.cio.sc.gov/SCVendorSearch/vendorSearch.do
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- Organization Contact Information and Secondary Organization Contact Information
  - Two contacts are required.
  - An email address for both contacts is also required.
- Plan/Accounting of how these funds will be spent.
  - Description
    - Expenditure descriptions similar to those used in your organization's accounting records should be used.
  - Budget
    - It is normal for these to be estimates since many organizations are not certain the exact amounts needed for each line item at the start of their projects.
    - The total should match the amount listed in the contribution information.
    - Even if the total to complete the project is more than what has been awarded, please only list what the awarded funds will be used toward.
  - Explanation
    - When applicable, can be used to provide additional information to categorize expenditures by program or initiative.
- Please explain how these funds will be used to provide a public benefit.
  - Explanations typically do not go over the space provided, but if needed, please email STO.Appropriated.Contributions@sto.sc.gov.
- Organization Certifications
  - The signer for the organization can be whomever the organization chooses to sign. The proviso does not state who the organization's signer has to be.
- Certifications of State Agency Providing Contribution
  - Please leave blank. This section is to be completed by STO.
- Governing Board and Executive Tab
  - Only needs to be completed by Non-profit Organizations.
  - If additional lines are needed, please email STO.Appropriated.Contributions@sto.sc.gov.

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, including an accounting of funds provided to subgrantees and affiliated non-profits.

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

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

Executive Order No. 2022-19 Section 1. C.
I hereby order and direct, pursuant to article IV, section 17 of the South Carolina Constitution and sections 1-1-840 and 1-3-10 of the South Carolina Code of Laws, that any Executive Branch agency or department, as further defined herein, that receives earmarked appropriations, as further defined herein, in the annual Appropriations Act shall promptly make available for public review and inspection on the agency or department's website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21.

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

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

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

State of South Carolina Request for Contribution Distribution

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act 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
	X220 - Aid to Subdivisions - Treasurer	

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

Link to Search Vendor Number

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

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

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

Organization Certifications

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

Organization Signature _____ Title _____

Printed Name _____ Date _____

Certifications of State Agency Providing Contribution

1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act.
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, 2025.
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.
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, 2025.

*

Agency Head Signature _____ Date _____

Printed Name _____

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Reviewed by: _____

Reviewed by: _____

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.

Members of Your Organization's Governing Board	
Name	**Board Position, if applicable**

Your Organization's Executive Officer	
Name	**Title**

From: _STO - Appropriated Contributions
To: lynchburg@ftc-i.net
Cc: _STO - Appropriated Contributions
Subject: Status check for FY25 Earmarked Appropriations Disbursement Request form
Date: Wednesday, October 23, 2024 11:33:14 AM

Hello,

Currently, we have not received your completed Earmarked Appropriations Disbursement Request form.
I wanted to reach out to confirm that you received the FY25 Appropriated Contributions Enrollment Packet email sent on 9/11/24 and to check if you had any questions regarding the process, form, etc. If you need the email resent, please let me know and I will be happy to resend it 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

From: _STO - Appropriated Contributions
To: lynchburg@ftc-i.net
Cc: _STO - Appropriated Contributions
Subject: FY25 Appropriated Contributions Enrollment Packet
Date: Wednesday, September 11, 2024 12:08:25 PM
Attachments: STO Appropriated Funds Cover Letter - Town of Lynchburg - Town Hall Renovations.pdf
FY25 Earmarked Appropriations Disbursement Request form_update.xlsx

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Hello,

The State of South Carolina Fiscal Year 2024-2025 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 2024-2025 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 with the Secretary of State's ("SOS") Office and as a vendor with the State of South Carolina. Details on how to register with the SOS and as a vendor will be included in the attached letter. The registration with the SOS is required per Proviso 118.20.D, but it does not apply to governmental entities or entities created by statute. 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

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September 10, 2024

Andre Laws
Town of Lynchburg
P.O. Box 147
Lynchburg, South Carolina 29080

RE: State Appropriated Contributions, FY 24-25 Reporting Requirements

Dear Andre Laws:

The State of South Carolina Fiscal Year 2024-2025 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.

Organization receiving appropriated funds:	Amount
Town of Lynchburg - Town Hall Renovations	$40,000.00

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 complete quarterly spending reports until funds are fully expended. The quarterly report template will be provided at a future 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 2022-19, 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 registered, 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.

In accordance with Proviso 118.20.D, funds shall not be disbursed until verification that receiver's organization is registered as a business, nonprofit, or charitable organization with the South Carolina Secretary of State's office (SOS). This requirement does not apply to governmental entities or entities created by statute. If your organization has not registered or obtained an exemption from the SC SOS's office, please follow the link below to complete registration or to request a registration exemption.

Before You File Online | SC Secretary of State

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 TREASURE
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, 2025, the organization must continue to provide a quarterly report until completion.

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

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, ***including an accounting of funds provided to subgrantees and affiliated non-profits.***
- 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.

SOUTH CAROLINA OFFICE OF THE STATE TREASURER
REQUEST FOR CONTRIBUTION DISTRIBUTION

INSTRUCTIONS

Below are details about the various sections of the disbursement request form and some answers to frequently asked questions.

- Contribution Information
  - Amount
    - This amount should match the amount awarded in Proviso 118.20.B.99.
  - Purpose
    - This should be a very brief explanation (no more than one sentence) of the purpose the funds will be used for.
- Organization Information
  - Website
    - If you do not have a website, please leave blank.
  - Entity Type
    - Please select one of the options from the drop down rather than typing in this cell.
  - Vendor Number
    - If you do not know your vendor number, please use the following link to search for it: https://webprod.cio.sc.gov/SCVendorSearch/vendorSearch.do
    - If you do not have a vendor number, please use the following link: https://procurement.sc.gov/doing-biz/registration
      - For vendor registration questions and assistance contact the Division of Procurement Services at 803-737-0600.
- Organization Contact Information and Secondary Organization Contact Information
  - Two contacts are required.
  - An email address for both contacts is also required.
- Plan/Accounting of how these funds will be spent.
  - Description
    - Expenditure descriptions similar to those used in your organization's accounting records should be used.
  - Budget
    - It is normal for these to be estimates since many organizations are not certain the exact amounts needed for each line item at the start of their projects.
    - The total should match the amount listed in the contribution information.
    - Even if the total to complete the project is more than what has been awarded, please only list what the awarded funds will be used toward.
  - Explanation
    - When applicable, can be used to provide additional information to categorize expenditures by program or initiative.
- Please explain how these funds will be used to provide a public benefit.
  - Explanations typically do not go over the space provided, but if needed, please email STO.Appropriated.Contributions@sto.sc.gov.
- Organization Certifications
  - The signer for the organization can be whomever the organization chooses to sign. The proviso does not state who the organization's signer has to be.
- Certifications of State Agency Providing Contribution
  - Please leave blank. This section is to be completed by STO.
- Governing Board and Executive Tab
  - Only needs to be completed by Non-profit Organizations.
  - If additional lines are needed, please email STO.Appropriated.Contributions@sto.sc.gov.

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, including an accounting of funds provided to subgrantees and affiliated non-profits.

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

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

Executive Order No. 2022-19 Section 1. C.
I hereby order and direct, pursuant to article IV, section 17 of the South Carolina Constitution and sections 1-1-840 and 1-3-10 of the South Carolina Code of Laws, that any Executive Branch agency or department, as further defined herein, that receives earmarked appropriations, as further defined herein, in the annual Appropriations Act shall promptly make available for public review and inspection on the agency or department's website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21.

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

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

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

State of South Carolina Request for Contribution Distribution

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act 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
	X220 - Aid to Subdivisions - Treasurer	

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

Link to Search Vendor Number

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

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

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

Organization Certifications

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

Organization Signature _____ Title _____

Printed Name _____ Date _____

Certifications of State Agency Providing Contribution

1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act.
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, 2025.
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.
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, 2025.

*

Agency Head Signature _____ Date _____

Printed Name _____

***The undersigned is signing on behalf of the Office of the State Treasurer (STO) and the State Treasurer. Note that STO is not an agency as defined by Executive Order 2022-19 and therefore, is not subject to the requirements therein.**

This packet has been reviewed and is ready for approval and payment.

Reviewed by: _____

Reviewed by: _____

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.

Members of Your Organization's Governing Board	
Name	**Board Position, if applicable**

Your Organization's Executive Officer	
Name	**Title**