

From: admin@pamplico.org
To: [_STO - Appropriated Contributions](#)
Cc: admin@pamplico.org; ["Pamplico Town Clerk"](#); howardgarland@email.com
Subject: [External] Pamplico Quarterly Report
Date: Monday, July 28, 2025 12:20:24 PM
Attachments: [Report.pdf](#)

7/28/2025

Meg:

Good afternoon. The Town of Pamplico quarterly report is attached. Thank you for your patience.

Howard Garland
Town Administrator
Town of Pamplico



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
\$13,000	X220 - Aid to Subdivisions - Treasurer	Zero Turn Mower for Town of Pamplico

Organization Information

Entity Name	Town of Pamplico
Address	180 East Main Street
City/State/Zip	Pamplico, SC 29583
Website	www.pamplicosc.gov
Tax ID#	57-6001092
Entity Type	Municipality

Organization Contact Information

Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org

Secondary Organization Contact Information

Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	843-493-5551
Email	townclerk@pamplicosc.org

Reporting Period

Reporting Period	Quarter 4: April 1, 2025 - June 30, 2025
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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	
Zero Turn Mower	\$13,000.00	\$0.00	\$0.00	\$12,359.48		\$12,359.48	\$640.52
Hedge Trimmer, Blower, Push Mower					\$1,309.89	\$1,309.89	-\$1,309.89
						\$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	\$13,000.00	\$0.00	\$0.00	\$12,359.48	\$1,309.89	\$13,669.37	-\$669.37

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
Howard Garland
Printed Name

Town AD Administrator
Title
7/28/2025
Date

From: [_STO - Appropriated Contributions](#)
To: [Howard Garland](#); [Howard Garland](#); [Pamplico Town Clerk](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Equipment Receipts
Date: Monday, July 28, 2025 10:56:42 AM
Attachments: [FY25 Quarterly Expenditure Report Town of Pamplico - Zero Turn Mower.xlsx](#)

Hi Howard,

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 | STO.Appropriated.Contributions@sto.sc.gov

From: Howard Garland <howardgarland@email.com>
Sent: Friday, July 25, 2025 11:50 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>; Howard Garland <admin@pamplico.org>; Pamplico Town Clerk <townclerk@pamplico.org>; howardgarland@email.com>
Subject: [External] Equipment Receipts

7/25/25

Meg:

Attached are receipts from the Town of Pamplico totaling \$1,309.89 for a blower, hedge trimmers, and weed eaters for our grant. If you could send the proper form i can enter the information for you. Thanks

Howard Garland
Town of Pamplico
Town Administrator

Sent: Friday, July 25, 2025 at 9:48 AM
From: "Pamplico Town Clerk" <townclerk@pamplico.org>
To: "'Howard Garland'" <howardgarland@email.com>, admin@pamplico.org
Subject: Equipment Receipts

Happy Friday! Here you are...

Vanessa Munn
Clerk/Treasurer
Town of Pamplico
P.O. Box 296
Pamplico, SC 29583

Phone: 843-493-5551

Email: townclerk@pamplico.org

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**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.](mailto: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 remaining 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
\$13,000	X220 - Aid to Subdivisions - Treasurer	Zero Turn Mower for Town of Pamplico

Organization Information	
Entity Name	Town of Pamplico
Address	180 East Main Street
City/State/Zip	Pamplico, SC 29583
Website	www.pamplicosc.gov
Tax ID#	57-6001092
Entity Type	Municipality

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

Organization Contact Information	
Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org
Secondary Organization Contact Information	
Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	843-493-5551
Email	townclerk@pamplicosc.org

Accounting of how the funds have been spent:							
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		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
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						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
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Grand Total	\$13,000.00	\$0.00	\$0.00	\$12,359.48	\$0.00	\$12,359.48	\$640.52

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

Printed Name

Title

Date

From: [Howard Garland](#)
To: [_STO - Appropriated Contributions](#); [Howard Garland](#); [Pamplico Town Clerk](#); [howardgarland](#)
Subject: [External] Equipment Receipts
Date: Friday, July 25, 2025 11:49:59 AM
Attachments: [Equipment Receipts.pdf](#)

7/25/25

Meg:

Attached are receipts from the Town of Pamplico totaling \$1,309.89 for a blower, hedge trimmers, and weed eaters for our grant. If you could send the proper form i can enter the information for you. Thanks

Howard Garland
Town of Pamplico
Town Administrator

Sent: Friday, July 25, 2025 at 9:48 AM
From: "Pamplico Town Clerk" <townclerk@pamplico.org>
To: "'Howard Garland'" <howardgarland@email.com>, admin@pamplico.org
Subject: Equipment Receipts

Happy Friday! Here you are...

Vanessa Munn

Clerk/Treasurer

Town of Pamplico

P.O. Box 296

Pamplico, SC 29583

Phone: 843-493-5551

Email: townclerk@pamplico.org

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Hedge Trimmer
1 of 1



LEARN MORE AT [LOWES.COM/MYLOWESREWARDS](https://www.lowes.com/mylowesrewards)

LOWE'S HOME CENTERS, LLC
1701 FREEDOM BLVD
FLORENCE, SC 29505 (843) 292-0643

- EMPLOYEE SALE -

SALES#: S1075GH1 3035708 TRANS#: 966735267 07-23-25

193432 HUSQVARNA 1-GAL BAR + CHA	22.48
24.98 DISCOUNT EACH	-2.50
644853 TRUFUEL 110-FL OZ MIX 50:	22.48
24.98 DISCOUNT EACH	-2.50
21414 HEDGE TRIMMER ATTACHMENT	116.10
129.00 DISCOUNT EACH	-12.90
2636087 CRAFTSMAN 10-IN 25CC GAS	233.10
259.00 DISCOUNT EACH	-25.90

SUBTOTAL:	394.16
TOTAL TAX:	0.00
INVOICE 71701 TOTAL:	394.16
VISA:	394.16

TOTAL SAVINGS THIS TRIP: \$43.80

VISA: XXXXXXXXXXXX0319 AMOUNT: 394.16 AUTHCD: 023400
CHIP REFID:107525701339 07/23/25 14:51:14
CUSTOMER CODE: no
TUR : 8080008000
TSI : 6800

STORE: 1075 TERMINAL: 25 07/23/25 14:51:37

OF ITEMS PURCHASED: 4
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.
FOR FULL DETAILS ON OUR RETURN POLICY, VISIT
[LOWES.COM/RETURNS](https://www.lowes.com/returns)
A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE
AT OUR CUSTOMER SERVICE DESK

MY LOWE'S REWARDS CREDIT CARDHOLDERS GET MORE.
FOR DETAILS VISIT [LOWES.COM/MYLOWESREWARDS](https://www.lowes.com/mylowesrewards)

Craftsman Push Mower
1 of 2

Pamplico Town Clerk

From: Lowe's Home Improvement <do-not-reply@receipt.lowes.com>
Sent: Thursday, April 10, 2025 9:51 AM
To: townclerk@pamplico.org
Subject: Your Lowe's Purchase Receipt



Your Lowe's Receipt

Thanks for shopping at Lowe's. Use this just like you would a paper receipt for proof of purchase, record keeping, returns and more.

LOWE'S HOME CENTERS, LLC
1701 FREEDOM BLVD
Florence, SC 29505
(843) 292-0643

Transaction # : 930207946
Order # : 202504101075930207946
Order Date : 04/10/25 09:50:48



Item	Price
CRAFTSMAN 125CC PUSH MOWE	\$ 279.00
Item #: 5608282	
1 @ 279.00	
Invoice 89399 Subtotal	\$ 279.00
<hr/>	
Invoice 89399 Subtotal	\$ 279.00
Subtotal	\$ 279.00
FLORENCE - COUNTY TAX	\$ 2.79
FLORENCE - TAX	\$ 2.79
SC - STATE TAX	\$ 16.74
Total Tax	\$ 22.32

Total \$ 301.32

Total # of items purchased: 1
Excludes fees, services and special order items

Payment: VISA ending in 1638 \$ 301.32

AuthTime 04/10/25 09:50:38

AuthCD 010715

REFID 107533399645

TSI 6800

AID A0000000031010

TVR 8080008000

Customer Code NA

Order Date 04/10/25 09:50:48

Store # 1075

Terminal # 33

Tell us how we did! Enter for a chance to win!

[START SURVEY](#)

***** SHARE YOUR FEEDBACK! ** ENTER FOR A CHANCE TO BE ** ONE OF FIVE \$500 WINNERS DRAWN MONTHLY! ** ¡ENTRE EN EL SORTEO MENSUAL ** PARA SER UNO DE LOS CINCO GANADORES DE \$500! ** ** ENTER BY COMPLETING A SHORT SURVEY ** WITHIN ONE WEEK AT: www.lowes.com/survey ** YOUR ID #893998 107511 004868 ** ** NO PURCHASE NECESSARY TO ENTER OR WIN. ** VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER. ** OFFICIAL RULES & WINNERS AT: www.lowes.com/survey *****

Thank you for shopping at Lowe's.
To see our return policy, visit Lowes.com/returns

LOWE'S PRICE PROMISE
FOR MORE DETAILS, VISIT
LOWES.COM/PRICEPROMISE

[My Account](#) | [Contact Us](#) | [Find a Store](#) | [Privacy Statement](#) | [Billing Policy](#)

 [Lowe's App](#) | [Return & Refund Policy](#)



Blowers
1 of 2

Pamplico Town Clerk

From: Lowe's Home Improvement <do-not-reply@receipt.lowes.com>
Sent: Friday, April 4, 2025 11:04 AM
To: TOWNCLERK@PAMPLICO.ORG
Subject: Your Lowe's Purchase Receipt



Your Lowe's Receipt

Thanks for shopping at Lowe's. Use this just like you would a paper receipt for proof of purchase, record keeping, returns and more.

LOWE'S HOME CENTERS, LLC
1701 FREEDOM BLVD
Florence , SC 29505
(843) 292-0643

Transaction # : 790264424
Order # : 202504041075790264424
Order Date : 04/04/25 11:04:14



Item	Price
------	-------

EGO 615CFM BLOWER 2.5AH	\$ 537.00
-------------------------	-----------

Item #: 2592354

3 @ 179.00

5QT SILVER PAIL	\$ 8.96
-----------------	---------

Item #: 40001

2 @ 4.48

TUBE SEALER HANDY 2PK	\$ 4.98
-----------------------	---------

Item #: 1097091

1 @ 4.98

SLAB CONCRETE CRACK REPAI

\$ 10.98

Item #: 962435

1 @ 10.98

TRFL 32-FL OZ 50:1 MIX 2-

\$ 6.98

Item #: 49907

1 @ 6.98

Invoice 97152 Subtotal

\$ 568.90

Invoice 97152 Subtotal

\$ 568.90

Subtotal

\$ 568.90

FLORENCE - COUNTY TAX

\$ 5.69

FLORENCE - TAX

\$ 5.69

SC - STATE TAX

\$ 34.13

Total Tax

\$ 45.51

Total

\$ 614.41

Total # of items purchased: 8

Excludes fees, services and special order items

**Payment: VISA ending in
1638**

\$ 614.41

AuthTime

04/04/25 11:03:46

AuthCD

004245

REFID

107551152369

TSI

6800

TVR

8080008000

Customer Code

N/A

Order Date

04/04/25 11:04:14

Store #

1075

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org; "Howard Garland"; "townclerk@pamplico.org"
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, July 22, 2025 4:13:23 PM

Good afternoon,

At this time, I have not received your Q4 quarterly report for the funds you were awarded in the FY25 Budget Appropriation.

The report was due last week. Please submit it to me by the close of business on Thursday the 24th.

If you have any questions or need a copy of the report template, please let me know.

-Meg

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

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

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Tuesday, July 15, 2025 4:04 PM
To: admin@pamplico.org; 'Howard Garland' <howardgarland@email.com>;
'townclerk@pamplico.org' <townclerk@pamplico.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21

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: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org; "Howard Garland"; "townclerk@pamplico.org"
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, July 15, 2025 4:03:54 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: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from THE TOWN OF PAM (843-493-3016) on 4/10/25 1:49 PM for 8037342658
Date: Thursday, April 10, 2025 1:51:02 PM
Attachments: [8434933016-041025-134929-8037342658-1313314-1.wav](#)



Voice Message from THE TOWN OF PAM (843-493-3016) on 4/10/25 1:49 PM (45 second msg)

MESSAGE:

"Hey, Meg, it's Howard Garland with the town of Pamlico. I'm returning your phone call. It's about the \$640.52 left over in the Zero Return More grant. We've purchased an extended warranty and also got a device you put on to work and cut in ditches, but I don't know anything else we can get specifically related to the Zero Return More. Could we purchase items that would be used for upkeeping maintenance such as **** eaters or maybe pitchforks or something like that? It's Howard Garland town of Pamlico, 843-493-5551. Thank you. Goodbye."

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

Communication Log

Date: 4/8/2025

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called and left a voicemail for Howard Garland. She wanted to confirm that they had made all of the purchases needed for their earmark. She asked that he give her a call back to discuss.

From: admin@pamplico.org
To: [_STO - Appropriated Contributions](#)
Cc: admin@pamplico.org; townclerk@pamplico.org
Subject: [External] Pamplico Third Quarter Report
Date: Monday, April 7, 2025 4:40:55 PM
Attachments: [Zero Turn Mower Town of Pamplico.pdf](#)
[John Deere Financial Inv # 1232694.pdf](#)
[Deere & Company Inv # 117729809.pdf](#)

4/7/2025

Good afternoon! Attached is the third quarter report for the Town of Pamplico for the zero turn mower. Receipts are also

Attached. We did not spend \$640.52 and should we send back these remaining funds to you?

Howard Garland
Town of Pamplico



State of South Carolina Contribution Expenditure Report

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Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$13,000.00		Zero Turn Mower for Town of Pamplico

X220 Aid to Subdivision-Trea

Organization Information

Entity Name	Town of Pamplico
Address	180 East Main Street
City/State/Zip	Pamplico, SC 29583
Website	www.pamplicosc.gov
Tax ID#	57-6001092
Entity Type	Municipality

Organization Contact Information

Name	Howard Garland/Vanessa Munn
Position/Title	Town Administrator/Town Clerk
Telephone	843-493-5551
Email	admin@pamplicosc.org

Reporting Period

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

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	
! Zero Turn Mower	\$13,000.00			\$12,359.48		\$12,359.48	\$640.52
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						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Grand Total	\$13,000.00	\$0.00	\$0.00	\$12,359.48	\$0.00	\$12,359.48	\$640.52

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

Working on remaining items.

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

Printed Name

Town Administrator

Title

3/31/2025

Date

TOWN OF PAMPLICO
PAMPLICO
GRANT NO.

P O BOX 296 PH 843-493-6551
PAMPLICO, SC 29583

Grant Acct holder 1273

67-733/832
11

DATE 03-17-25

PAY
TO THE
ORDER OF

John Deere Financial

Five Hundred Ninety-four + 00/100

\$ 594.00



THE CITIZENS BANK

Pamlico, SC 29583
www.thecitizensbank.com

DOLLARS



Photo
Safe
Deposit
Box

FOR Acct # 4111-77383 / Inv # 1232694

[Signature]
Curtis L. Bether

⑆001273⑆ ⑆053207339⑆ 2687585⑆



JOHN DEERE
FINANCIAL

P.O. BOX 6600
JOHNSTON, IA 50131-6600

AB 01 002878 63755 H 12 D



PAMPLICO, TOWN OF

PO BOX 296

PAMPLICO SC 29583-0296

Check here if updating Address/Phone/Email on reverse side.

You can make a payment at MyFinancialAccounts.deere.com or call us at 1-800-358-9033.

MULTI-USE ACCOUNT NUMBER

41111-77383

New Balance

594.00

Minimum Payment Due

0.00

Payment Due Date

03/17/25

Amount
Enclosed

\$ 594.00

Please include account number and make check payable to:



JOHN DEERE FINANCIAL

PO BOX 4450

CAROL STREAM IL 60197-4450

20 00000000004111177383 0000000000 0000059400 8



**JOHN DEERE
FINANCIAL**

For customer inquiries contact us at:
1-800-358-9033 or visit us online:
MyFinancialAccounts.deere.com

MULTI-USE ACCOUNT NUMBER 41111-77383
PAMPLICO, TOWN OF
PO BOX 296
PAMPLICO, SC 29583-0296
PHONE: 843-493-5551

Page 1 of 1

SUMMARY OF ACCOUNT ACTIVITY

Statement Date	02/25/25
Days in Month	28
Previous Balance	0.00
Purchases	594.00
Payments	0.00
Interest	0.00
Returned	0.00
Other	0.00
New Balance	594.00

GOVERNMENTAL MERCHANT AUTHORIZED

Regular Limit	2,500
Regular Available Limit*	1,906

*Outstanding authorizations, other pending transactions, and account status may reduce your effective available credit limit.

Balance Type:	Minimum Payment Due	New Balance
Regular	0.00	594.00
Payment Due Date: 03/17/25		

TRANSACTIONS POSTED TO YOUR ACCOUNT

Tran. Date	Date Posted	Invoice # / Reference	Program Description	Transaction Amount
------------	-------------	-----------------------	---------------------	--------------------

PREVIOUS BALANCE

0.00

SPARROW & KENNEDY TRACTOR CO I TIMMONSVILLE SC 843-346-3130

02/25/25

NEW BALANCE

594.00

Purchases, Returns and Payments made just prior to the statement date may not appear until your next statement.
Please contact your merchant for copies of lost or missing invoice(s).

▼ Detach and return the bottom remittance portion with your payment in the enclosed envelope. ▼

You can make a payment at MyFinancialAccounts.deere.com or call us at 1-800-358-9033.



**JOHN DEERE
FINANCIAL**

P.O. BOX 6600
JOHNSTON, IA 50131-6600

MULTI-USE ACCOUNT NUMBER	41111-77383
New Balance	594.00
Minimum Payment Due	0.00
Payment Due Date	03/17/25

Amount Enclosed \$

Please include account number and make check payable to:

AB 01 002878 63755 H 12 D

|||||
PAMPLICO, TOWN OF
PO BOX 296
PAMPLICO SC 29583-0296

Check here if updating Address/Phone/Email on reverse side.

|||||
JOHN DEERE FINANCIAL
PO BOX 4450
CAROL STREAM IL 60197-4450

20 00000000004111177383 0000000000 0000059400 8

PURCHASE ORDER

TOWN OF PAMPLICO, SC

P.O. BOX 296 • 180 E. MAIN STREET

PAMPLICO, SOUTH CAROLINA 29583

PHONE: (843) 493-5551 • FAX: (843) 493-5013

Nº 005269

TO: Sparrow + Kennedy Tractor
4328 Alligator Road
Timmonsville, SC 29161

DATE: 01-30-2025

*Fixed PO#
to
Jason Stone
e
sparrowkennedy.com*

Grass Flap - \$ 594.00

This order Number Must
Be Shown On Invoice.

V. Munn

Clerk

Mayor

Yasessa Munn

Dept.



JOHN DEERE

P6#005269

**SPARROW
& KENNEDY**
TRACTOR COMPANY

Quote Summary

Prepared For:

Bruce Bennett
TOWN OF PAMPLICO
Bruce Bennett
PO BOX 296
PAMPLICO, SC 29583
Mobile: 843-601-4085
BRUCE.BENNETT8@YAHOO.COM

Prepared By:

Stone Jason
Sparrow & Kennedy Tractor
4328 Alligator Road
Timmonsville, SC 29161
Phone: 843-346-3130

Quote Id: 32260266
Created On: 27 January 2025
Last Modified On: 27 January 2025
Expiration Date: 27 February 2025

Equipment Summary	Selling Price	Qty	Extended
Grass Flap Grass Flap	\$ 550.00 X	1 =	\$ 550.00
Equipment Total			\$ 550.00

Quote Summary

Equipment Total	\$ 550.00
SubTotal	\$ 550.00
Sales Tax - (8.00%)	\$ 44.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 594.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 594.00

Salesperson : X _____

Accepted By : X _____

Confidential



JOHN DEERE

Selling Equipment

SPARROW
& KENNEDY
TRACTOR COMPANY

Quote Id: 32260266

Customer: TOWN OF PAMPLICO

Grass Flap Grass Flap				
Hours:		0		
Stock Number:				
Code	Description	Qty	Unit	Selling Price
Grass Flap	Grass Flap	1	\$ 550.00	\$ 550.00
Suggested Price				\$ 550.00
Customer Discounts Total				\$ 0.00
Total Selling Price				\$ 550.00

TOWN OF PAMPLICO
PAMPLICO
GRANT NO.

P O BOX 286 PH 843-483-6561
PAMPLICO, SC 29583

1272

87-733/532
11

DATE 03-17-25

CHECK AMOUNT
TRADE PROTECTION

PAY
TO THE
ORDER OF

Deere & Company

\$ 11,765.48

Eleven thousand seven hundred sixty five & 48/100

DOLLARS

Photo
Safe
Deposits
Details on back



THE CITIZENS BANK

Pamlico, SC 29583
www.thecitizensbank.cc

FOR

Product 10-1TC920MCCRK130282

Invoice # 117729809

[Signature]
Curtis R. Bethel

⑈001272⑈ ⑈053207339⑈ 2687585⑈



JOHN DEERE

Invoice

Remittance Address:

Deere & Company

Ag & Turf SABD & Government Sales

21748 Network Place

Chicago, IL 60673-1217

Phone: 800-358-5010, option 1

Email: GNSAcctg@JohnDeere.com

Bill To: 4009453

Town Of Pamplico
PO Box 296
Pamplico SC 29583-2958

Ship To: 2082281

Town of Pamplico
180 E Main St
Pamplico SC 29583

Information

Invoice Number	117729809
Invoice Date	03/11/2025
Invoice Due Date	04/11/2025
Payment Terms	Net 30 Days
Purchase Order No.	005270
Reference#	3570766
Sold To	2082281
Servicing Dealer	000S018358
JD FID No.	36-2382580

Page 1 of 1

Invoice Details

Item	Material	Description	Qty/Wt	Unit Price	Amount
0010	2147TC	JOHN DEERE Z920M GAS 60" DECK, PNEUMATIC	1 PC	13,499.00	13,499.00
		Contract Description:SC Phl 4400031351			
		Serial Number: 1TC920MCCRR130282			
0040	1504	60 DECK	1 PC	400.00	400.00
		Contract Description:SC Phl 4400031351			
0050	2092	ISO SEAT	1 PC	249.00	249.00
		Contract Description:SC Phl 4400031351			
Items total.....					14,148.00
MSRP% Discount					3,254.04
Tax Amount.....					871.52
TOTAL					11,765.48
					Pay This Amount

When paying by check, please reference Invoice Number above.
Payment must be made to the remittance address listed above.

Payment should not be made to a dealership or any other remittance addr.
To pay by credit card, please contact us at 1-800-358-5010 option 1.

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.

TERMS AND CONDITIONS

PAYMENT TERMS:

Terms of payment are as shown on face hereof.

LIMITATION OF WARRANTIES:

Warranties, express or implied, are made by us in connection with sale of parts or trade accessories nor as to any engine not manufactured by Deere & Company, Ag & Turf SABD & Government Sales. Such warranties as we make in connection with the sale of new, complete units are made exclusively by a statement of warranty packaged with such units, and Deere & Company, Ag & Turf SABD & Government Sales neither assumes nor authorizes any person to assume for it any other obligation or liability whatever in connection with the sale of its products. APART FROM SUCH WRITTEN STATEMENT OF WARRANTY, THERE ARE NO WARRANTIES, EXPRESS, IMPLIED OR STATUTORY, WHICH EXTEND BEYOND THE DESCRIPTION OF THE PRODUCTS ON THE FACE HEREOF.

LIMITATION OF SELLER'S LIABILITY:

Deere & Company, Ag & Turf SABD & Government Sales shall not be liable hereunder for damages in excess of the purchase price of the unit with respect to which damages are claimed and in no event shall Deere & Company, Ag & Turf SABD & Government Sales be liable for loss of profit or good will or for any other special, consequential or incidental damages.

CONDITION SALE:

We shall retain title to all items hereby purchased by you (the "Equipment") until all sums owing hereunder are fully paid in cash. In the event title to the Equipment is deemed to have transferred to you, you hereby agree to grant us and our affiliates a security interest in the Equipment to secure all of your obligations hereunder and any other obligations, which you may have, to us or any of our affiliates, and you further authorize us to file financing statements naming you as debtor. Our security interest shall include any proceeds realized by you upon the sale of the Equipment. Should you in any way default hereunder, or Should your financial responsibility be reasonably deemed by us to be unsatisfactory, the entire balance owing hereunder shall at our election, become immediately payable without notice and we may, in addition to other lawful remedies seize such items without legal process and, at our option, either retain them in full satisfaction of your obligations hereunder or dispose of such items at public or private sale, retaining from the monies realized therefrom an amount sufficient to pay the balance due, plus the expenses of retaking and resale, and reasonable attorney's fees. Any surplus realized by us on such resale shall be returned to you but you shall remain liable for any deficiency.

FINANCE CHARGES:

Finance charges will be applied based on the rate and terms for general purchases, by contract, or statute that applies. A period of 90 days from the invoice terms will be applied for payment posting.

Pamplico Town Clerk

From: GNS Acctg <GNSAcctg@JohnDeere.com>
Sent: Wednesday, March 12, 2025 4:45 PM
To: townclerk@pamplico.org
Cc: GNS Acctg
Subject: Deere & Company SABD Account #2082281 / Invoice #117729809 / for PO#005270
Attachments: 117729809.pdf

Greetings,

Thank you for your recent purchase with John Deere. We take pride in our relationship with our customers and want to give you the best experience possible.

Per your request, please find your invoice attached.

As a reminder, our terms are Net 30 and interest will start accruing on the 121st day from the invoice date. John Deere gives a grace period of 90 days from the due date prior to charging interest. If you have questions regarding interest, please visit your state's Prompt Payment Act website.

Payment should be sent to the remittance address as follows:

Deere & Company
Ag & Turf SABD & Government Sales
21748 Network Place
Chicago, IL 60673-1217

Please let me know if you have any concerns such as delivery or equipment issues or have made payment to your local dealership or a different John Deere facility such as John Deere Financial.

Thank you,

Dreana Allen
Accounting Associate, Direct Sales
John Deere Ag & Turf Division, Region 4
2000 John Deere Run, Cary, NC 27513

CONFIDENTIALITY. This message, including attachments, may be confidential. If you believe the message was sent to you in error, do not read the contents and please reply to the sender that you have received the message in error. If you are not the intended recipient, retention, dissemination, distribution, or copying this communication is strictly prohibited. Thank you.

Company Use

TOWN OF PAMPLICO

Mayor

D. Marshall Munn

Mayor Protempore

Pamela M. Turner

Clerk-Treasurer

Vanessa Munn

P.O Box 296 – 180 E. Main Street

Pamplico, SC 29583

(843) 493-5551 TEL

(843) 493-5013 FAX

townclerk@pamplico.org EMAIL

www.townofpamplico.com WEB

Council Members

Bruce M. Bennett

Pamela M. Turner

Robert H. Bostick, Jr.

Tammy A. Cain

Curtis L. Bethea

Olive E. Parker

PURCHASE ORDER

005270

TO: John Deere Company, Inc.
2000 John Deere Run
Cary, NC 27513

DATE: January 30, 2025

PURCHASE INFORMATION:

2024 John Deere Z920M ZTrak (ITC920MCCR130282) @ a total sales price of \$11,765.48 as per Deere & Company Quote ID: 32160958

Delivering Dealer: Sparrow & Kennedy Tractor
4328 Alligator Road
Timmons ville, SC 29161
843-346-3130
timmons ville@sparrowkennedy.com

Billing Information: Town of Pamplico
P.O. Box 296
Pamplico, SC 29583

Contact:

Vanessa Munn- Town Clerk
Email: townclerk@pamplico.org
Phone: 843-493-5551 Ext. 553

Note: This order number must be shown on Invoice

 MAYOR

 CLERK/FINANCE

PURCHASE ORDER

TOWN OF PAMPLICO, SC
P.O. Box 296 • 180 E. MAIN STREET
PAMPLICO, SOUTH CAROLINA 29583
PHONE: (843) 493-5551 • FAX: (843) 493-5013

Nº 005270

Faxed
PO #
to

TO: Deere & Company
2000 John Deere Run
Cary, NC 27513

DATE: 01-30-2025

Jason Stone
Sparrow Kennedy
6/11

2024 John Deere 2920m Z Trak
1TC920mccRR130282

Quote Attached - \$ 11,765.48

This order Number Must
Be Shown On Invoice.

X. Munn clerk
Mayor
Jaessa Munn Dept.



JOHN DEERE

**SPARROW
& KENNEDY**
TRACTOR COMPANY

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Sparrow & Kennedy Tractor
4328 Alligator Road
Timmons ville, SC 29161
843-346-3130
timmons ville@sparrowkennedy.com

Quote Summary

Prepared For:

Bruce Bennett
TOWN OF PAMPLICO
Bruce Bennett
PO BOX 296
PAMPLICO, SC 29583
Mobile: 843-601-4085
BRUCE.BENNETT8@YAHOO.COM

Delivering Dealer:

Sparrow & Kennedy Tractor
Stone Jason
4328 Alligator Road
Timmons ville, SC 29161
Phone: 843-346-3130

Quote ID: 32160958

Created On: 31 December 2024

Last Modified On: 27 January 2025

Expiration Date: 31 January 2025

Equipment Summary

2024 JOHN DEERE Z920M ZTrak -
1TC920MCCRR130282

Contract: SC Comm Grounds Maint Equip Phase I 4400031351 (PG 8S CG 22)

Price Effective Date:

Selling Price

Qty

Extended

\$ 10,893.96 X 1 = \$ 10,893.96

Equipment Total

\$ 10,893.96

* Includes Fees and Non-contract items

Quote Summary

Equipment Total \$ 10,893.96

Trade In

SubTotal \$ 10,893.96

Sales Tax - (8.00%) \$ 871.52

Est. Service \$ 0.00

Agreement Tax

Total \$ 11,765.48

Down Payment (0.00)

Rental Applied (0.00)

Balance Due \$ 11,765.48

Salesperson : X _____

Accepted By : X _____

Confidential



JOHN DEERE

PO# 003270



- ☐ Vendor: Deere & Company
☐ 2000 John Deere Run
Cary, NC 27513
- ☐ Signature on all LOIs and POs with a signature line
- ☐ Contract name or number; or JD Quote ID
- ☐ Sold to street address
- ☐ Ship to street address (no PO box)
- ☐ Bill to contact name and phone number
- ☐ Bill to address
- ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
- ☐ Membership number if required by the contract
- For any questions, please contact:**

Stone Jason

Sparrow & Kennedy Tractor
4328 Alligator Road
Timmonsville, SC 29161

Tel: 843-346-3130
Fax: 843-346-4536

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.

**JOHN DEERE**

Selling Equipment

**SPARROW
& KENNEDY**
TRACTOR COMPANY

Quote Id: 32160958

Customer Name: TOWN OF PAMPLICO

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**Sparrow & Kennedy Tractor
4328 Alligator Road
Timmonsville, SC 29161
843-346-3130
timmonsville@sparrowkennedy.com**2024 JOHN DEERE Z920M ZTrak - 1TC920MCCRR130282**

Hours: 0

Stock Number: 157142

Contract: SC Comm Grounds Maint Equip Phase I
4400031351 (PG 8S CG 22)

Selling Price *

\$ 10,893.96

Price Effective Date:

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
2147TC	JOHN DEERE Z920M GAS 60" DECK, PNEUMATIC, ISO SEAT	1	\$ 13,499.00	23.00	\$ 3,104.77	\$ 10,394.23	\$ 10,394.23
001A	COUNTRY CODES - US/ CANADA	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1036	54/60 PNEUMATIC TIRE	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
1504	60 DECK	1	\$ 400.00	23.00	\$ 92.00	\$ 308.00	\$ 308.00
2092	ISO SEAT	1	\$ 249.00	23.00	\$ 57.27	\$ 191.73	\$ 191.73
Standard Options Total			\$ 649.00		\$ 149.27	\$ 499.73	\$ 499.73
Value Added Services			\$ 0.00			\$ 0.00	\$ 0.00
Total						\$ 0.00	\$ 0.00
Total Selling Price			\$ 14,148.00		\$ 3,254.04	\$ 10,893.96	\$ 10,893.96

From: howardgarland@email.com
To: [_STO - Appropriated Contributions](#)
Subject: Re: RE: [External] Re: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, April 1, 2025 8:20:48 PM

Thank you

Sent using the free mail.com iPad App

On 4/1/25 at 5:21 PM, _STO - Appropriated Contributions wrote:

From: "_STO - Appropriated Contributions"
<STO.Appropriated.Contributions@sto.sc.gov>
Date: April 1, 2025
To: "admin@pamplico.org" <admin@pamplico.org> ,
"Howard Garland" <howardgarland@email.com> ,
"Pamplico Town Clerk" <townclerk@pamplico.org>
Cc: "_STO - Appropriated Contributions"
<STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Re: Quarterly Update Reminder for FY25
Appropriated Earmarks - Proviso 117.21
Yes it is.

-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: Howard Garland <howardgarland@email.com>
Sent: Tuesday, April 1, 2025 5:04 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>; Pamplico Town Clerk <townclerk@pamplico.org>; admin@pamplico.org; howardgarland

<howardgarland@email.com>

Subject: [External] Re: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21

Good afternoon. Is this for the zero turn mower?

Sent: Tuesday, April 01, 2025 at 5:01 PM
From: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
To: "admin@pamplico.org" <admin@pamplico.org>, "Howard Garland" <howardgarland@email.com>, "townclerk@pamplico.org" <townclerk@pamplico.org>
Cc: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21

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: [_STO - Appropriated Contributions](#)
To: [Howard Garland](#); [Pamplico Town Clerk](#); admin@pamplico.org
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Re: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, April 1, 2025 5:21:25 PM

Yes it is.

-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: Howard Garland <howardgarland@email.com>
Sent: Tuesday, April 1, 2025 5:04 PM
To: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>; Pamplico Town Clerk <townclerk@pamplico.org>; admin@pamplico.org; howardgarland@email.com>
Subject: [External] Re: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21

Good afternoon. Is this for the zero turn mower?

Sent: Tuesday, April 01, 2025 at 5:01 PM
From: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
To: "admin@pamplico.org" <admin@pamplico.org>, "Howard Garland" <howardgarland@email.com>, "townclerk@pamplico.org" <townclerk@pamplico.org>
Cc: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21

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: [Howard Garland](#)
To: [_STO - Appropriated Contributions](#); [Pamplico Town Clerk](#); [admin@pamplico.org](#); [howardgarland](#)
Subject: [External] Re: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, April 1, 2025 5:04:26 PM

Good afternoon. Is this for the zero turn mower?

Sent: Tuesday, April 01, 2025 at 5:01 PM
From: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
To: "admin@pamplico.org" <admin@pamplico.org>, "Howard Garland" <howardgarland@email.com>, "townclerk@pamplico.org" <townclerk@pamplico.org>
Cc: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21

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: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org; "Howard Garland"; "townclerk@pamplico.org"
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, April 1, 2025 5:01:30 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: admin@pamplico.org
To: [_STO - Appropriated Contributions](#); Romaniello@sto.sc.gov; admin@pamplico.org; ["Pamplico Town Clerk"](#)
Subject: [External] Pamplico Qtr. 2 Report
Date: Monday, January 27, 2025 4:00:20 PM
Attachments: [Expenditure Report \(2\).pdf](#)

1/27/2025

Meg:

The change you requested is attached. Thank you.

Howard Garland
Town Administrator
Pamplico, SC



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, 2024.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$13,000	X220 - Aid to Subdivisions - Treasurer	Equipment for Pamplico Polie Department

Organization Information

Entity Name	Town of Pamplico Police department
Address	201 River Road
City/State/Zip	Pamplico, SC 29582
Website	www.pamplicosc.gov
Tax ID#	57-6001092
Entity Type	Municipality

Organization Contact Information

Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org

Secondary Organization Contact Information

Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	843-493-5551
Email	townclerk@pamplicosc.org

Reporting Period

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

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	
\$13,000 (Zero Turn Mower)	\$13,000.00		\$0.00			\$0.00	\$13,000.00
			\$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
						\$0.00	\$0.00
Grand Total	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00

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

We are gathering bids. No purchase made yet.

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

Printed Name

Title

Date

Howard Garland
Howard Garland

Town Administrator
1/27/25

From: admin@pamplico.org
To: _STO - Appropriated Contributions
Subject: RE: [External] Emailing: Expenditure Report.pdf
Date: Monday, January 27, 2025 1:51:23 PM
Attachments: [image001.png](#)

Yes.

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Friday, January 24, 2025 4:52 PM
To: admin@pamplico.org
Cc: 'Pamplico Town Clerk' <townclerk@pamplico.org>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Emailing: Expenditure Report.pdf

Hi Howard,

I was reviewing quarterly reports, and it looks like the amount was not placed in the correct column (Q4 instead of Q2). Could you update the report and resubmit?

Reporting Period		TOWN CLERK	
Reporting Period	Quarter 2: October 1, 2024 - December 31, 2024	Telephone	843-493-5551
		Email	townclerk@pamplico.org

Accounting of how the funds have been spent:							
Description <small>(Attach additional detail for subgrantees and affiliated nonprofits)</small>	Budget	Expenditures				Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Zero Turn Mower	\$13,000.00				\$0.00	\$0.00	\$13,000.00
						\$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	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00

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

-----Original Message-----
From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, January 16, 2025 5:39 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: 'Pamplico Town Clerk' <townclerk@pamplico.org>; admin@pamplico.org
Subject: [External] Emailing: Expenditure Report.pdf

1/16/2025

To whom it may concern:

The Town of Pamplico is submitting a quarterly report for the Street Department.

Howard Garland
Town of Pamplico
Town Administrator

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org
Cc: "Pamplico Town Clerk"; [_STO - Appropriated Contributions](#)
Subject: RE: [External] Emailing: Expenditure Report.pdf
Date: Friday, January 24, 2025 4:51:45 PM
Attachments: [image001.png](#)

Hi Howard,

I was reviewing quarterly reports, and it looks like the amount was not placed in the correct column (Q4 instead of Q2). Could you update the report and resubmit?

Reporting Period		TOWN CLERK	
Reporting Period	Quarter 2: October 1, 2024 - December 31, 2024	Telephone	843-493-5551
		Email	townclerk@pamplico.org

Accounting of how the funds have been spent:							
Description <small>(Attach additional detail for subgrantees and affiliated nonprofits)</small>	Budget	Expenditures				Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Zero Turn Mower	\$13,000.00				\$0.00	\$0.00	\$13,000.00
						\$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	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00

-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

-----Original Message-----
From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, January 16, 2025 5:39 PM
To: '_STO - Appropriated Contributions' <STO.Appropriated.Contributions@sto.sc.gov>
Cc: 'Pamplico Town Clerk' <townclerk@pamplico.org>; admin@pamplico.org
Subject: [External] Emailing: Expenditure Report.pdf

1/16/2025

To whom it may concern:

The Town of Pamplico is submitting a quarterly report for the Street Department.

Howard Garland
Town of Pamplico
Town Administrator

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org
Cc: "Pamplico Town Clerk"; [_STO - Appropriated Contributions](#)
Subject: RE: [External] Town of Pamplico Police Department
Date: Tuesday, January 21, 2025 9:48:12 AM
Attachments: [image001.png](#)

Hello,

It appears that this appropriation was issued by the Department of Public Safety so they are the agency you should send this quarterly report to. I only need the quarterly reports for appropriations issued by the Treasurer's Office.

Please note that if no expenditures occurred during a quarter, you should put a zero in the column for that reporting period.

Tracking of how the funds have been spent:

Budget	Expenditures				Total
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	
\$167,164.00					\$0.00
\$13,000.00					\$0.00
\$2,000.00					\$0.00
\$1,201.00					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total	\$183,365.00	\$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

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

From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, January 16, 2025 5:39 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: 'Pamplico Town Clerk' <townclerk@pamplico.org>; admin@pamplico.org
Subject: [External] Town of Pamplico Police Department

1/16/2025

To whom it may concern:

The Town of Pamplico is submitting a quarterly report.

Howard Garland
Town Administrator
Town of Pamplico

From: admin@pamplico.org
To: [_STO - Appropriated Contributions](#)
Cc: ["Pamplico Town Clerk"; admin@pamplico.org](#)
Subject: [External] Emailing: Expenditure Report.pdf
Date: Thursday, January 16, 2025 5:40:18 PM
Attachments: [Expenditure Report.pdf](#)

1/16/2025

To whom it may concern:

The Town of Pamplico is submitting a quarterly report for the Street Department.

Howard Garland
Town of Pamplico
Town Administrator



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, 2024.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$13,000	X220 - Aid to Subdivisions - Treasurer	Zero Turn Mower For Street Department

Organization Information

Entity Name	Town of Pamplico
Address	180 East Main Street
City/State/Zip	Pamplico, SC 29583
Website	www.pamplicosc.gov
Tax ID#	57-6001092
Entity Type	Municipality

Organization Contact Information

Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org

Secondary Organization Contact Information

Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	843-493-5551
Email	townclerk@pamplico.org

Reporting Period

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

Accounting of how the funds have been spent:

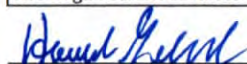
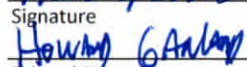
Description (Attach additional detail for subgrantees and affiliated nonprofits)	Budget	Expenditures					Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
Zero Turn Mower	\$13,000.00				\$0.00	\$0.00	\$13,000.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Grand Total	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00

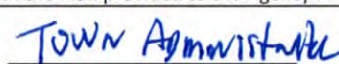
Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :

We have some quotes, but have not expended any funds.

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

Printed Name


Title
1/16/2025
Date

From: admin@pamplico.org
To: [_STO - Appropriated Contributions](#)
Cc: ["Pamplico Town Clerk"; admin@pamplico.org](#)
Subject: [External] Town of Pamplico Police Department
Date: Thursday, January 16, 2025 5:40:18 PM
Attachments: [Police.pdf](#)

1/16/2025

To whom it may concern:

The Town of Pamplico is submitting a quarterly report.

Howard Garland
Town Administrator
Town of Pamplico



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, 2024.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
\$183,365	X220 - Aid to Subdivisions - Treasurer	Equipment for Pamplico Polie Department

Organization Information	
Entity Name	Town of Pamplico Police department
Address	201 River Road
City/State/Zip	Pamplico, SC 29582
Website	www.pamplicosc.gov
Tax ID#	57-6001092
Entity Type	Municipality

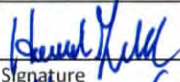
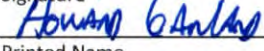
Reporting Period	
Reporting Period	Quarter 2: October 1, 2024 - December 31, 2024


Organization Contact Information	
Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org
Secondary Organization Contact Information	
Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	*43-493-5551
Email	townclerk@pamplicosc.org

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	
Axon Taser 10 BWC (10 year contract)	\$167,164.00					\$0.00	\$167,164.00
2 motorola apx radios	\$13,000.00					\$0.00	\$13,000.00
10 motorola radio batteries	\$2,000.00					\$0.00	\$2,000.00
wet weather gear	\$1,201.00					\$0.00	\$1,201.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
Grand Total	\$183,365.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$183,365.00

Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :
we are gathering quotes and waiting on billing from Axon.

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

Printed Name


Title
1/16/2025
Date

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org; "Howard Garland"; "townclerk@pamplico.org"
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21
Date: Thursday, January 2, 2025 6:13:51 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: admin@pamplico.org
To: [_STO - Appropriated Contributions](#)
Subject: [External] RE: FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Monday, November 4, 2024 12:20:08 PM

Thanks.

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, November 4, 2024 10:49 AM
To: admin@pamplico.org; 'Howard Garland' <howardgarland@email.com>; 'townclerk@pamplico.org' <townclerk@pamplico.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information

Hello,

Please see attached for your payment confirmation letter.

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

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org; "Howard Garland"; "townclerk@pamplico.org"
Cc: [_STO - Appropriated Contributions](#)
Subject: FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Monday, November 4, 2024 10:49:18 AM
Attachments: [Appropriated Grants Letter - Town of Pamplico - Zero Turn Mower.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

November 4, 2024

Howard Garland and Vanessa Munn
Town of Pamplico
180 East Main Street
Pamplico, South Carolina 29532

Dear Howard Garland and Vanessa Munn:

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 \$13,000 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,

A handwritten signature in blue ink, appearing to read "Meg Romaniello".

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 remaining 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
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- 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.](mailto: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 remaining 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, 2024.

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

Printed Name

Title

Date

From: [Howard Garland](#)
To: [_STO - Appropriated Contributions](#)
Subject: Re: RE: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution
Date: Tuesday, October 29, 2024 11:46:48 AM

Thank you Meg!

Sent: Tuesday, October 29, 2024 at 11:25 AM
From: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
To: "admin@pamplico.org" <admin@pamplico.org>, "townclerk@pamplico.org" <townclerk@pamplico.org>, "howardgarland@email.com" <howardgarland@email.com>
Cc: "_STO - Appropriated Contributions" <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Hi Howard,

I wanted to let you know that I had to update your Entity name on your submission because your website was listed there instead. I have attached an updated version for your records.

The submission will now go through our internal review process. Once it has been approved and processed for payment, I will send you and email with confirmation of the payment as well as details for future reports.

-Meg

From: Frazier, Edward <edward.frazier@sto.sc.gov>
Sent: Monday, October 28, 2024 2:51 PM
To: admin@pamplico.org
Cc: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Thanks! The email you sent it to isn't valid. However, I've CC'd Meg in reply.



Edward Frazier, CPM | Legislative Liaison & Special Assistant to the State Treasurer

South Carolina Treasurer's Office

Capitol Complex

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

803-734-2016 | edward.frazier@sto.sc.gov

From: admin@pamplico.org <admin@pamplico.org>
Sent: Monday, October 28, 2024 1:31 PM
To: Frazier, Edward <edward.frazier@sto.sc.gov>; Romaniello@sto.sc.gov
Cc: admin@pamplico.org
Subject: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Fyi.

From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, October 24, 2024 4:40 PM
To: 'Romaniello@sto.sc.gov' <Romaniello@sto.sc.gov>
Cc: 'admin@pamplico.org' <admin@pamplico.org>; 'Pamplico Town Clerk' <townclerk@pamplico.org>; 'Howard Garland' <howardgarland@email.com>
Subject: Pamplico Zero Turn Mower SC Request for Contribution

10/24/2024

Meg:

Good Afternoon! The Town of Pamplico appropriation request is attached to this e-mail. Any questions

Please call 843-493-5551 thank you.

Howard Garland

Town Administrator

Town of Pamplico

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org; townclerk@pamplico.org; howardgarland@email.com
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution
Date: Tuesday, October 29, 2024 11:25:22 AM
Attachments: [26 Town of Pamplico - Zero Turn Mower Original Submission.pdf](#)

Hi Howard,

I wanted to let you know that I had to update your Entity name on your submission because your website was listed there instead. I have attached an updated version for your records. The submission will now go through our internal review process. Once it has been approved and processed for payment, I will send you and email with confirmation of the payment as well as details for future reports.

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Sent: Monday, October 28, 2024 2:51 PM
To: admin@pamplico.org
Cc: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>; [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

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Edward Frazier, CPM | Legislative Liaison & Special Assistant to the State Treasurer

South Carolina Treasurer's Office
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1200 Senate Street, Suite 214
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Sent: Monday, October 28, 2024 1:31 PM
To: Frazier, Edward <edward.frazier@sto.sc.gov>; Romaniello@sto.sc.gov
Cc: admin@pamplico.org
Subject: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Fyi.

From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, October 24, 2024 4:40 PM
To: 'Romaniello@sto.sc.gov' <Romaniello@sto.sc.gov>
Cc: 'admin@pamplico.org' <admin@pamplico.org>; 'Pamplico Town Clerk'

<townclerk@pamplico.org>; 'Howard Garland' <howardgarland@email.com>

Subject: Pamplico Zero Turn Mower SC Request for Contribution

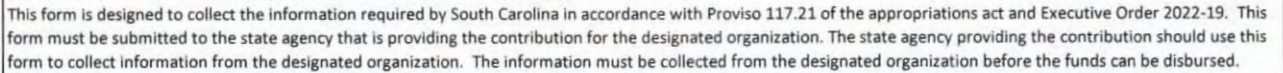
10/24/2024

Meg:

Good Afternoon! The Town of Pamplico appropriation request is attached to this e-mail. Any questions

Please call 843-493-5551 thank you.

Howard Garland
Town Administrator
Town of Pamplico



Amount	State Agency Providing the Contribution	Purpose
\$13,000.00	X220 - Aid to Subdivisions - Treasurer	Zero Turn Mower For Street Department

Entity Name	www.pamplicosc.gov -- Town of Pamplico
Address	180 East Main Street
City/State/Zip	Pamplico, SC 29532
Website	www.pamplicosc.gov
Tax ID #	57-6001092
Entity Type	Municipality
Vendor #	7000179570

Contact Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org
Secondary Organization Contact Information	
Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	843-493-5551
Email	admin@pamplico.org

Description	Budget	Explanation
Zero Turn Mower for Street Department	\$13,000.00	Zero Turn Mower for Right-of-Way grass
Grand Total	\$13,000.00	

Pamplico would use a zero turn mower to cut grass on Highway 51 a major route for beach traffic.

- 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.

10/24/2024
Date

- 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.

Reviewed by: _____

From: [Romaniello, Meg](#)
To: [_STO - Appropriated Contributions](#)
Subject: FW: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution
Date: Monday, October 28, 2024 3:44:27 PM
Attachments: [Zero Turn Mower SC Request for Contribution.pdf](#)

From: Frazier, Edward <edward.frazier@sto.sc.gov>
Sent: Monday, October 28, 2024 2:51 PM
To: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: FW: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Hi Meg,

Here's the attachment from Pamplico.

Edward Frazier, CPM | Legislative Liaison & Special Assistant to the State Treasurer

South Carolina Treasurer's Office
Capitol Complex
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2016 | edward.frazier@sto.sc.gov

From: admin@pamplico.org <admin@pamplico.org>
Sent: Monday, October 28, 2024 1:31 PM
To: Frazier, Edward <edward.frazier@sto.sc.gov>; Romaniello@sto.sc.gov
Cc: admin@pamplico.org
Subject: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Fyi.

From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, October 24, 2024 4:40 PM
To: 'Romaniello@sto.sc.gov' <Romaniello@sto.sc.gov>
Cc: 'admin@pamplico.org' <admin@pamplico.org>; 'Pamplico Town Clerk' <townclerk@pamplico.org>; 'Howard Garland' <howardgarland@email.com>
Subject: Pamplico Zero Turn Mower SC Request for Contribution

10/24/2024

Meg:

Good Afternoon! The Town of Pamplico appropriation request is attached to this e-mail. Any questions

Please call 843-493-5551 thank you.

Howard Garland
Town Administrator
Town of Pamplico



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
\$13,000.00	X220 - Aid to Subdivisions - Treasurer	Zero Turn Mower For Street Department

Organization Information

Entity Name	www.pamplicosc.gov
Address	180 East Main Street
City/State/Zip	Pamplico, SC 29532
Website	www.pamplicosc.gov
Tax ID #	57-6001092
Entity Type	Municipality
Vendor #	7000179570

[Link to Search Vendor Number](#)

Organization Contact Information

Contact Name	Howard Garland
Position/Title	Town Administrator
Telephone	843-493-5551
Email	admin@pamplico.org

Secondary Organization Contact Information

Name	Vanessa Munn
Position/Title	Town Clerk
Telephone	843-493-5551
Email	admin@pamplico.org

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
Zero Turn Mower for Street Department	\$13,000.00	Zero Turn Mower for Right-of-Way grass
Grand Total	\$13,000.00	

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

Pamplico would use a zero turn mower to cut grass on Highway 51 a major route for beach traffic.

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

Town Administrator
Title

Howard Garland
Printed Name

10/24/2024
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.

Reviewed by:

Reviewed by:

From: [Frazier, Edward](#)
To: admin@pamplico.org
Cc: [Romaniello, Meg](#); [STO - Appropriated Contributions](#)
Subject: RE: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution
Date: Monday, October 28, 2024 2:51:04 PM

Thanks! The email you sent it to isn't valid. However, I've CC'd Meg in reply.

Edward Frazier, CPM | Legislative Liaison & Special Assistant to the State Treasurer

South Carolina Treasurer's Office
Capitol Complex
1200 Senate Street, Suite 214
Wade Hampton Bldg., Columbia, SC 29201
803-734-2016 | edward.frazier@sto.sc.gov

From: admin@pamplico.org <admin@pamplico.org>
Sent: Monday, October 28, 2024 1:31 PM
To: Frazier, Edward <edward.frazier@sto.sc.gov>; Romaniello@sto.sc.gov
Cc: admin@pamplico.org
Subject: [External] FW: Pamplico Zero Turn Mower SC Request for Contribution

Fyi.

From: admin@pamplico.org <admin@pamplico.org>
Sent: Thursday, October 24, 2024 4:40 PM
To: 'Romaniello@sto.sc.gov' <Romaniello@sto.sc.gov>
Cc: 'admin@pamplico.org' <admin@pamplico.org>; 'Pamplico Town Clerk' <townclerk@pamplico.org>; 'Howard Garland' <howardgarland@email.com>
Subject: Pamplico Zero Turn Mower SC Request for Contribution

10/24/2024

Meg:

Good Afternoon! The Town of Pamplico appropriation request is attached to this e-mail. Any questions

Please call 843-493-5551 thank you.

Howard Garland
Town Administrator
Town of Pamplico

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Status check for FY25 Earmarked Appropriations Disbursement Request form
Date: Wednesday, October 23, 2024 11:35:42 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#)
To: admin@pamplico.org
Cc: [_STO - Appropriated Contributions](#)
Subject: FY25 Appropriated Contributions Enrollment Packet
Date: Wednesday, September 11, 2024 12:09:13 PM
Attachments: [STO Appropriated Funds Cover Letter - Town of Pamplico - Zero Turn Mower.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

Bruce Bennett
Town of Pamplico
180 E. Main Street
Pamplico, South Carolina 29583

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

Dear Bruce Bennett:

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.

<u>Organization receiving appropriated funds:</u>	<u>Amount</u>
Town of Pamplico - Zero Turn Mower	\$13,000.00

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 TREASURER **APPROPRIATED CONTRIBUTIONS REPORTING REQUIREMENTS**

INSTRUCTIONS

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

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

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

The Quarterly Expenditure Reports are due to STO every quarter after receiving the funds. Should the initiative continue beyond June 30, 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.

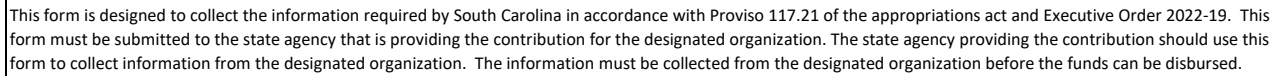
Executive Order No. 2022-19 Section 1. C.

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.



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

- 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.

Date _____

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

Printed Name _____

Reviewed by:

<p>Governing Board and Executive Officer - Nonprofit Organizations Only</p> <p>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.</p>
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[illegible]

Your Organization's Executive Officer	
Name	Title