

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Propps-Wright, Carol](#); [Bryant, Kenya V](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** Quarterly Update Reminder for FY25 Appropriated Earmarks - Proviso 117.21  
**Date:** Thursday, January 2, 2025 5:48:12 PM

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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](mailto:STO.Appropriated.Contributions@sto.sc.gov) by the 15<sup>th</sup> 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](mailto:STO.Appropriated.Contributions@sto.sc.gov)

**From:** [Propps-Wright, Carol](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** [External] City of Columbia's Q2 Expenditure Report for the Beltline Community Enhancement Project  
**Date:** Wednesday, December 11, 2024 2:13:01 PM  
**Attachments:** [image001.png](#)  
[Beltline Community Enhancement Project Q2 1.5M Expenditure Report.pdf](#)

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Good afternoon.

Please find the City of Columbia's Q2 Expenditure Report for the **Beltline Community Enhancement Project**. If you have questions, do not hesitate contacting our office.

Regards,  
Carol

**Carol Propps-Wright**  
Grants Administrator  
Budget, Program Management, & Grants Office  
1136 Washington Street, Ste. 508  
Columbia, SC 29201

Office Phone: 803-545-4143  
Cell Phone: 803-319-7235





### 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
\$1,500,000	X220 - Aid to Subdivisions - Treasurer	Beltline Community Enhancements

Organization Information	
Entity Name	City of Columbia
Address	1737 Main Street
City/State/Zip	Columbia, SC 29201
Website	www.columbiasc.gov
Tax ID#	57-6000229
Entity Type	Municipality

Organization Contact Information	
Name	Carol Propps-Wright
Position/Title	Grants Administrator
Telephone	803-545-4143
Email	Carol.ProppsWright@columbiasc.gov
Secondary Organization Contact Information	
Name	Kenya Bryant
Position/Title	Interim Director- Parks and Recreation
Telephone	803-545-3085
Email	Kenya.Bryant@columbiasc.gov

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

Description <i>(Attach additional detail for subgrantees and affiliated nonprofits)</i>	Budget	Expenditures				Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Department currently working with consultant on initial project design	\$1,500,000.00		\$0.00			\$0.00	\$1,500,000.00
						\$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
<b>Grand Total</b>	<b>\$1,500,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,500,000.00</b>

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.

*Teresah Nilson*  
Signature  
Teresah Nilson  
Printed Name

*City Manager*  
Title  
*12/10/2024*  
Date

**From:** [Herndon, Renee](#)  
**To:** [Rankin, Tiffany C](#)  
**Cc:** [Romaniello, Meg](#)  
**Subject:** RE: [EXTERNAL] Support for \$1.5M payment  
**Date:** Wednesday, November 6, 2024 11:05:21 AM

---

You're welcome!

Regards,

**Renee D. Herndon, CPA | Accounting/Fiscal Manager II**

South Carolina Treasurer's Office  
1200 Senate Street, Suite 212  
Wade Hampton Office Building  
Columbia, SC 29201  
803-734-2681 | [Renee.Herndon@sto.sc.gov](mailto:Renee.Herndon@sto.sc.gov)

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**From:** Rankin, Tiffany C <[Tiffany.Rankin@columbiasc.gov](mailto:Tiffany.Rankin@columbiasc.gov)>  
**Sent:** Wednesday, November 6, 2024 11:02 AM  
**To:** Herndon, Renee <[Renee.Herndon@sto.sc.gov](mailto:Renee.Herndon@sto.sc.gov)>  
**Cc:** Romaniello, Meg <[Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)>  
**Subject:** RE: [EXTERNAL] Support for \$1.5M payment

Thank you so much.

Have a great day,

**Tiffany Rankin**

Payment Center Deputy Administrator  
Payment Center Division  
3000 Harden Street, Columbia, SC 29203  
Office Phone: (803) 545-3404  
Cell Phone: (839) 228-6961  
Fax: (803) 733-8237



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**From:** Herndon, Renee <[Renee.Herndon@sto.sc.gov](mailto:Renee.Herndon@sto.sc.gov)>  
**Sent:** Wednesday, November 6, 2024 10:40 AM  
**To:** Rankin, Tiffany C <[Tiffany.Rankin@columbiasc.gov](mailto:Tiffany.Rankin@columbiasc.gov)>  
**Cc:** Romaniello, Meg <[Meg.Romaniello@sto.sc.gov](mailto:Meg.Romaniello@sto.sc.gov)>  
**Subject:** [EXTERNAL] Support for \$1.5M payment

**CAUTION:** This email originated outside of the organization. Do not click links or open attachments from unknown senders or suspicious emails. Never enter a username or password on a site that you did not knowingly access. For suspicious emails, please report using the "Phish Alert Report" button.

---

Good morning, Tiffany

I have attached the documentation from our system for you. If you have any questions, please let me know.

Regards,

**Renee D. Herndon, CPA | Accounting/Fiscal Manager II**

South Carolina Treasurer's Office

1200 Senate Street, Suite 212

Wade Hampton Office Building

Columbia, SC 29201

803-734-2681 | [Renee.Herndon@sto.sc.gov](mailto:Renee.Herndon@sto.sc.gov)

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**To:** [Herndon, Renee](#)  
**Cc:** [Romaniello, Meg](#)  
**Subject:** RE: [EXTERNAL] Support for \$1.5M payment  
**Date:** Wednesday, November 6, 2024 11:02:21 AM

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Thank you so much.

Have a great day,

## Tiffany Rankin

Payment Center Deputy Administrator  
Payment Center Division  
3000 Harden Street, Columbia, SC 29203  
Office Phone: (803) 545-3404  
Cell Phone: (839) 228-6961  
Fax: (803) 733-8237



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**From:** Herndon, Renee <Renee.Herndon@sto.sc.gov>  
**Sent:** Wednesday, November 6, 2024 10:40 AM  
**To:** Rankin, Tiffany C <Tiffany.Rankin@columbiasc.gov>  
**Cc:** Romaniello, Meg <Meg.Romaniello@sto.sc.gov>  
**Subject:** [EXTERNAL] Support for \$1.5M payment

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South Carolina Treasurer's Office  
1200 Senate Street, Suite 212  
Wade Hampton Office Building  
Columbia, SC 29201  
803-734-2681 | [Renee.Herndon@sto.sc.gov](mailto:Renee.Herndon@sto.sc.gov)

**From:** [Herndon, Renee](#)  
**To:** [Rankin, Tiffany C](#)  
**Cc:** [Romaniello, Meg](#)  
**Subject:** Support for \$1.5M payment  
**Date:** Wednesday, November 6, 2024 10:40:26 AM  
**Attachments:** [PAY Vendor Invoice Direct - 10-30-2024 - X220.PDF](#)

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Good morning, Tiffany

I have attached the documentation from our system for you. If you have any questions, please let me know.

Regards,

**Renee D. Herndon, CPA | Accounting/Fiscal Manager II**

South Carolina Treasurer's Office

1200 Senate Street, Suite 212

Wade Hampton Office Building

Columbia, SC 29201

803-734-2681 | [Renee.Herndon@sto.sc.gov](mailto:Renee.Herndon@sto.sc.gov)



**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 a plan of how the state funds will be spent and 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.

**118.20.** (SR: Nonrecurring Revenue) (A) The source of revenue appropriated in subsection (B) is nonrecurring revenue generated from the following sources:

- (1) \$57,879,811 from Contingency Reserve Fund;
- (2) \$919,997,259 from Fiscal Year 2023-24 Projected Surplus;
- (3) \$14,337,874 from Litigation Recovery Account;
- (4) \$5,151,700 from Excess Debt Service;
- (5) \$7,674,703 from Excess Statewide Employee Benefits;
- (6) \$74,500,000 from COVID-19 Vaccine Reserve Fund (Act 2 of 2021) - Admin;
- (7) \$22,133,208 from COVID-19 Vaccine Reserve Fund (Act 2 of 2021) - DHEC 31070000;
- (8) \$36,580,215 COVID-19 Vaccine Response Fund (Act 2 of 2021) - DHEC 31060000;
- (9) \$10,600,000 from Statewide Airport Growth Response in Act 239 of 2022 set aside pursuant to proviso 118.19(67.1);
- (10) (\$4,955,000) for Fiscal Year 2023-24 Incremental Income Tax Reduction; and
- (11) any residual certified unappropriated general fund dollars.

Any restrictions concerning specific utilization of these funds are lifted for the specified fiscal year. The above agency transfers shall occur no later than thirty days after the close of the books on Fiscal Year 2023-24 and shall be available for use in Fiscal Year 2024-25.

This revenue is deemed to have occurred and is available for use in Fiscal Year 2024-25 after September 1, 2024, following the Comptroller General's close of the state's books on Fiscal Year 2023-24.

(B) The appropriations in this provision are listed in priority order. Item (1) must be funded first and each remaining item must be fully funded before any funds are allocated to the next item. Provided, however, that any individual item may be partially funded in the order in which it appears to the extent that revenues are available.

The State Treasurer shall disburse the following appropriations by September 30, 2024, for the purposes stated:

- (99) X220 - Aid to Subdivisions - State Treasurer
  - (a) Aiken County Administration - Financial Assistance for Ambulance Replacements \$ 370,000;
  - (b) Anderson County - Caroline Community Center \$ 150,000;
  - (c) Bamberg County - Courthouse Critical Repairs \$ 1,500,000;
  - (d) Bishopville Depot Renovation & Community Health and Wellness Center \$ 1,000,000;
  - (e) Capital City/ Lake Murray Country RTB - Lake Murray Regional Visitor's Center \$ 100,000;
  - (f) Catholic Charities - Next Level Services and Getting Ahead Programs \$ 100,000;
  - (g) Central Midlands Council of Government - Deferred Maintenance and Upfit of CMCOG Office \$ 1,000,000;
  - (h) City of Beaufort - Cyber Security Education Facility \$ 1,500,000;
  - (i) City of Columbia - Beltline Community Improvements \$ 1,500,000;
  - (j) City of Conway - Conservation Property \$ 75,000;
  - (k) City of Florence - Freedom Blvd Water Line Extension \$ 5,000,000;
  - (l) City of Fountain Inn - Municipal Center \$ 1,300,000;
  - (m) City of Loris - Old Loris High School Revitalization \$ 1,000,000;
  - (n) City of Orangeburg - New City Hall \$ 1,500,000;
  - (o) City of Rock Hill - Southside Home Improvement Program \$ 500,000;
  - (p) City of Simpsonville - Traffic Realignment and Downtown Improvements \$ 1,000,000;
  - (q) Dillon County - Emergency Services Facility \$ 1,500,000;
  - (r) Georgetown County - Brick Chimney Road Phase II \$ 1,000,000;
  - (s) Nicholtown Community Center - Community Center Refurbishment \$ 550,000;
  - (t) Omegas of Spartanburg - Uplift Center Renovations \$ 452,000;
  - (u) River Road/Brownswood Road Safety Upgrades \$ 5,000,000;
  - (v) SC Appalachian Council of Governments - Building Expansion \$ 400,000;
  - (w) Town of Clover - American Thread \$ 1,500,000;
  - (x) Town of Lynchburg - Town Hall Renovations \$ 40,000;
  - (y) Town of North - Parks and Recreation Facilities \$ 75,000;

(z) Town of Pamplico - Zero Turn Mower \$ 13,000;  
(aa) Town of Ridgeville - Community Center  
Improvement \$ 267,000;  
(bb) Town of Troy - Revitalization Projects \$ 156,000;  
(cc) Town of Turbeville - Town Hall Renovations \$ 40,000;  
(dd) Town of Winnsboro - Washington and Congress  
Downtown District Improvements \$ 1,000,000;  
(ee) West Greenville Community Center \$ 500,000;

and

(ff) Williamsburg County - Alex Chatman Judicial Complex  
Renovations \$ 500,000.

(C) The funds for items (26)(b), (26)(c), (42)(b), (37)(c), (57)(a), and (57)(f) will be available on July 1, 2024 from the Contingency Reserve Fund.

(D) For the purpose of all items in this provision, 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. This requirement does not apply to governmental entities or entities created by statute. Upon receipt and verification of all requirements in this act, the funds shall be transferred directly to the grant recipients within ten business days.

(E) For the purpose of this provision, the Executive Budget Office may authorize the transfer of items among state agencies upon request of the agencies after in consultation with the Senate Finance Committee and House Ways and Means Committee.

(F) Unexpended funds appropriated pursuant to this provision may be carried forward to succeeding fiscal years and expended for the same purposes.





## **Communication Log**

Date: 11/6/2024

Outgoing/Incoming Call: Incoming call from City of Columbia

Call Details: Tiffany Rankin with City of Columbia called Renee Herndon to inquire about the \$1.5M payment sent by our office. She requested additional information since she could not find the payment information on the STO Electronic Payment search database. She provided the SCEIS clearing document number. I told her the payment is related to FY25 Proviso 118.20. She requested an emailed copy of the supporting documentation. I emailed the support and copied Meg Romaniello.

**From:** [Bryant, Kenya V](#)  
**To:** [\\_STO - Appropriated Contributions](#); [Propps-Wright, Carol](#); [Bryant, Kenya V](#)  
**Subject:** RE: [EXTERNAL] FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**Date:** Monday, November 4, 2024 6:46:56 PM

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Hi Meg,  
Information received.

Thank you and Best Regards,

Kenya

Kenya V. Bryant, MPA, CPRP  
Interim Director  
City of Columbia  
Parks and Recreation Department  
O-803-545-3085  
M-803-497-7375  
E-Kenya.Bryant@columbiasc.gov  
"Together, We Are Columbia"



Me----- Original message -----  
**From:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Date:** 11/4/24 10:38 AM (GMT-05:00)  
**To:** "Propps-Wright, Carol" <Carol.ProppsWright@columbiasc.gov>, "Bryant, Kenya V" <Kenya.Bryant@columbiasc.gov>  
**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** [EXTERNAL] FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information

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Hello,

Please see attached for your payment confirmation letter.

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

Below is the schedule of when quarterly reports are due. Your first quarterly report will be due **January 15, 2025**.



<b>Quarterly Update Schedule</b>				
<b>Time Frame</b>	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30
<b>Due Date</b>	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](mailto:STO.Appropriated.Contributions@sto.sc.gov)



**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Propps-Wright, Carol](#); [Bryant, Kenya V](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** FY25 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information  
**Date:** Monday, November 4, 2024 10:36:54 AM  
**Attachments:** [Appropriated Grants Letter - City of Columbia - Beltline Community Improvements.pdf](#)  
[Quarterly Expenditure Report Instructions.pdf](#)  
[FY25 Quarterly Expenditure Report template.xlsx](#)

---

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Please see attached for your payment confirmation letter.

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

Thank you,

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

803-734-2658 | [STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)



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

State Treasurer

November 4, 2024

Carol Propps-Wright and Kenya Bryant  
City of Columbia  
1737 Main Street  
Columbia, South Carolina 29201

Dear Carol Propps-Wright and Kenya Bryant:

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 \$1,500,000 representing your organization's appropriated contributions. In accordance with Budget Proviso 117.21, you will now need to submit quarterly updates on funds spent. A schedule has been provided below for your reference. Your first quarterly report will be due January 15, 2025.

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

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

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

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

Sincerely,

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

Meg Romaniello  
Accounting/Fiscal Manager II

**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.

**SOUTH CAROLINA OFFICE OF THE STATE TREASURER  
CONTRIBUTION EXPENDITURE REPORT**

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### 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	

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

Reporting Period	
Reporting Period	

Accounting of how the funds have been spent:								
Description <i>(Attach additional detail for subgrantees and affiliated nonprofits)</i>	Budget	Expenditures					Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4			
							\$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
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Date

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** "Propps-Wright, Carol"  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [External] FY25 Beltline Community Enhancement Request for Contribution  
**Date:** Tuesday, October 29, 2024 10:10:42 AM  
**Attachments:** [9 City of Columbia - Beltline Community Improvements Original Submission.pdf](#)  
[image001.png](#)

---

Hey Carol,

I noticed that the Tax ID listed was not for City of Columbia and that the vendor number was left blank. I have updated both sections and have attached an updated copy for your records.

-Meg

---

**From:** Propps-Wright, Carol <Carol.ProppsWright@columbiasc.gov>  
**Sent:** Thursday, October 24, 2024 2:32 PM  
**To:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** [External] FY25 Beltline Community Enhancement Request for Contribution

Good afternoon.

Please find the **FY25 Beltline Community Enhancement Project** Request for Contribution form attached to this email. If there are questions or concerns regarding this communication, do not hesitate contacting our office.

Regards,  
Carol

**Carol Propps-Wright**

Grants Administrator

Budget, Program Management, & Grants Office

1136 Washington Street, Ste. 508

Columbia, SC 29201

Office Phone: 803-545-4143

Cell Phone: 803-319-7235











**From:** [Propps-Wright, Carol](#)  
**To:** [\\_STO - Appropriated Contributions](#)  
**Subject:** [External] FY25 Beltline Community Enhancement Request for Contribution  
**Date:** Thursday, October 24, 2024 2:32:17 PM  
**Attachments:** [Outlook-impla3yg1.png](#)  
[Beltline Community Enhancement Project.pdf3.pdf](#)

---

Good afternoon.

Please find the **FY25 Beltline Community Enhancement Project** Request for Contribution form attached to this email. If there are questions or concerns regarding this communication, do not hesitate contacting our office.

Regards,  
Carol

**Carol Propps-Wright**

Grants Administrator  
Budget, Program Management, & Grants Office  
1136 Washington Street, Ste. 508  
Columbia, SC 29201

Office Phone: 803-545-4143

Cell Phone: 803-319-7235







**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [teresa.wilson@columbiasc.gov](mailto:teresa.wilson@columbiasc.gov); [Propps-Wright, Carol](#); [Bryant, Kenya V](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** Status check for FY25 Earmarked Appropriations Disbursement Request form  
**Date:** Wednesday, October 23, 2024 11:26:17 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 9/25/24 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](mailto:Meg.Romaniello@sto.sc.gov)

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Bryant, Kenya V](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** RE: [EXTERNAL] Quarterly report update and details for FY25  
**Date:** Wednesday, September 25, 2024 4:14:28 PM  
**Attachments:** [image004.png](#)

---

Hey Kenya,

I just got out of a meeting. I'm available if you are.

-Meg

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

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

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**From:** Bryant, Kenya V <[Kenya.Bryant@columbiasc.gov](mailto:Kenya.Bryant@columbiasc.gov)>  
**Sent:** Wednesday, September 25, 2024 3:29 PM  
**To:** \_STO - Appropriated Contributions <[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)>; Bryant, Kenya V <[Kenya.Bryant@columbiasc.gov](mailto:Kenya.Bryant@columbiasc.gov)>  
**Subject:** RE: [EXTERNAL] Quarterly report update and details for FY25

Hi Meg,

Thank you for contacting me. Are you available for a quick call so I can gain a little clarity on a few items? I can call right now if you are open.

Thanks,  
Kenya

Kenya V. Bryant, MPA, CPRP  
Interim Director  
City of Columbia  
Parks and Recreation Department  
O-803-545-3085  
M-803-497-7375  
[E-Kenya.Bryant@columbiasc.gov](mailto:Kenya.Bryant@columbiasc.gov)

"Together, We Are Columbia"



"Good Energy + Great Execution= Our Success."

----- Original message -----

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

Date: 9/25/24 3:26 PM (GMT-05:00)

To: "Bryant, Kenya V" <[Kenya.Bryant@columbiasc.gov](mailto:Kenya.Bryant@columbiasc.gov)>

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

Subject: [EXTERNAL] Quarterly report update and details for FY25

**CAUTION:** This email originated outside of the organization. Do not click links or open attachments from unknown senders or suspicious emails. Never enter a username or password on a site that you did not knowingly access. For suspicious emails, please report using the "Phish Alert Report" button.

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[Learn why this is important](#)

Hi Kenya,

I apologize for the delay in reaching out to you. I spoke to Carol on Thursday, but I wanted to reach out to you as well.

I wanted to let you know that the quarterly report template for the appropriations that were awarded in FY23 (\$2M) that is due in October has not been sent out to agencies yet. I should be sending them out this afternoon.

I also wanted to let you know that even though the FY25 Earmark Appropriations (\$1.5M) were awarded for the Beltline project it needs to be viewed as a separate award from the FY23 award and need to be tracked that way.

If you have any questions, please don't hesitate to reach out.

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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



**From:** [Bryant, Kenya V](#)  
**To:** [\\_STO - Appropriated Contributions](#); [Bryant, Kenya V](#)  
**Subject:** RE: [EXTERNAL] Quarterly report update and details for FY25  
**Date:** Wednesday, September 25, 2024 3:28:50 PM

---

Hi Meg,

Thank you for contacting me. Are you available for a quick call so I can gain a little clarity on a few items? I can call right now if you are open.

Thanks,  
Kenya

Kenya V. Bryant, MPA, CPRP  
Interim Director  
City of Columbia  
Parks and Recreation Department  
O-803-545-3085  
M-803-497-7375  
E-Kenya.Bryant@columbiasc.gov  
"Together, We Are Columbia"



"Good Energy + Great Execution= Our Success."

----- Original message -----

**From:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Date:** 9/25/24 3:26 PM (GMT-05:00)  
**To:** "Bryant, Kenya V" <Kenya.Bryant@columbiasc.gov>  
**Cc:** \_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>  
**Subject:** [EXTERNAL] Quarterly report update and details for FY25

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You don't often get email from sto.appropriated.contributions@sto.sc.gov. [Learn why this is important](#)

Hi Kenya,

I apologize for the delay in reaching out to you. I spoke to Carol on Thursday, but I wanted to reach out to you as well.

I wanted to let you know that the quarterly report template for the appropriations that were awarded in FY23 (\$2M) that is due in October has not been sent out to agencies yet. I should be sending them out this afternoon.



I also wanted to let you know that even though the FY25 Earmark Appropriations (\$1.5M) were awarded for the Beltline project it needs to be viewed as a separate award from the FY23 award and need to be tracked that way.

If you have any questions, please don't hesitate to reach out.

-Meg



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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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

**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Propps-Wright, Carol](#); [Bryant, Kenya V](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** FW: FY25 Appropriated Contributions Enrollment Packet  
**Date:** Wednesday, September 25, 2024 3:26:54 PM  
**Attachments:** [STO Appropriated Funds Cover Letter - City of Columbia - Bellline Community Improvements.pdf](#)  
[FY25 Earmarked Appropriations Disbursement Request form update.xlsx](#)

---

Hi Carol and Kenya,

Please see below and attached for the FY25 Earmark Appropriation details.

-Meg

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

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

---

**From:** [\\_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>](#)  
**Sent:** Wednesday, September 11, 2024 11:54 AM  
**To:** [teresa.wilson@columbiasc.gov](mailto:teresa.wilson@columbiasc.gov)  
**Cc:** [\\_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>](#)  
**Subject:** FY25 Appropriated Contributions Enrollment Packet

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](mailto:STO.Appropriated.Contributions@sto.sc.gov)

In accordance with Executive Order 2022-19, STO is required to promptly make available for public

review and inspection on our website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21. Below is the link to where the information will be available on our website.

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

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

Thank you,

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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

September 10, 2024

Teresa Wilson  
City of Columbia  
1737 Main Street  
Columbia, South Carolina 29201

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

Dear Teresa Wilson:

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>
City of Columbia - Beltline Community Improvements	\$1,500,000.00

Budget Proviso 117.21 outlines reporting requirements for recipients of appropriated contributions. In addition, please note that Section 11-9-110 of the South Carolina Code requires that you agree to be audited by the State Auditor. (A copy of these applicable laws is attached for your convenience.)

Please see enclosed Excel workbook for data we must collect to be able to disburse these funds. This initial report, along with other information as detailed within the instructions, must be submitted in electronic format to STO prior to funds being dispersed. After the funds have been dispersed, you must 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](mailto:STO.Appropriated.Contributions@sto.sc.gov). We look forward to working with you.

Sincerely,

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

**SOUTH CAROLINA OFFICE OF THE STATE TREASURER  
APPROPRIATED CONTRIBUTIONS REPORTING REQUIREMENTS**

**INSTRUCTIONS**

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

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

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

The Quarterly Expenditure Reports are due to STO every quarter after receiving the funds. Should the initiative continue beyond June 30, 2025, the organization must continue to provide a quarterly report until completion.

<b>Quarterly Update Schedule</b>				
<b>Time Frame</b>	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30
<b>Due Date</b>	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](mailto: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](mailto:STO.Appropriated.Contributions@sto.sc.gov).

## **Law Related to Appropriated Contributions**

### **Proviso 117.21. GP: Organizations Receiving State Appropriations Report**

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

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

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

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

**After all state funds have been expended**, each organization shall provide an accounting of how the funds were spent, including an accounting of funds provided to subgrantees and affiliated non-profits.

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

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

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

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

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

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

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



### State of South Carolina Request for Contribution Distribution

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

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

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

[Link to Search Vendor Number](#)

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	

  

Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
<b>Grand Total</b>	<b>\$0.00</b>	

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

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

\_\_\_\_\_  
Organization Signature

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Date

- Certifications of State Agency Providing Contribution**
- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act.
  - 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
  - 3) State Agency certifies that it will make distributions directly to the organization.
  - 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2025.
  - 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act.
  - 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2025.

\*

\_\_\_\_\_  
Agency Head Signature

\_\_\_\_\_  
Date

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

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

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

Reviewed by: \_\_\_\_\_

Reviewed by: \_\_\_\_\_





**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [Bryant, Kenya V](#)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** Quarterly report update and details for FY25  
**Date:** Wednesday, September 25, 2024 3:26:05 PM

---

Hi Kenya,

I apologize for the delay in reaching out to you. I spoke to Carol on Thursday, but I wanted to reach out to you as well.

I wanted to let you know that the quarterly report template for the appropriations that were awarded in FY23 (\$2M) that is due in October has not been sent out to agencies yet. I should be sending them out this afternoon.

I also wanted to let you know that even though the FY25 Earmark Appropriations (\$1.5M) were awarded for the Beltline project it needs to be viewed as a separate award from the FY23 award and need to be tracked that way.

If you have any questions, please don't hesitate to reach out.

-Meg

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

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

**From:** [Bryant, Kenya V](#)  
**To:** [Romaniello, Meg](#)  
**Cc:** [Propps-Wright, Carol](#)  
**Subject:** [External] Beltline Enhancement Project Reporting  
**Date:** Tuesday, September 24, 2024 9:57:30 AM

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Good Morning Ms. Romaniello,

Hi I'm Kenya Bryant, Interim Director of the City of Columbia Parks and Recreation Department. I wanted to follow up on the reporting procedure and documents for this project. Mrs. Propps-Wright said you have some details and new documents that I need to complete the process.

If we need to get on a call or virtual meeting, I can make myself available and all of my contact information is below.

Thank you and Best Regards,  
Kenya

Kenya V. Bryant, MPA, CPRP  
Interim Director  
City of Columbia  
Parks and Recreation Department  
O-803-545-3085  
M-803-497-7375  
E-Kenya.Bryant@columbiasc.gov  
"Together, We Are Columbia"



"Good Energy + Great Execution= Our Success."

**From:** [giSTT Message](#)  
**To:** [Romaniello, Meg](#)  
**Subject:** [External] Voice Message from SC STATE GOVT (803-545-3085 ) on 9/20/24 1:05 PM for 8037342658  
**Date:** Friday, September 20, 2024 1:06:29 PM  
**Attachments:** [8035453085-092024-130501-8037342658-1131269-1.wav](#)

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Voice Message from SC STATE GOVT (803-545-3085 ) on 9/20/24 1:05 PM  
(34 second msg)

**MESSAGE:**

"Hey, this is Kenia Bryant, calling from the City of Columbia Parks and Recreation Department. Hope you're doing well. Can you give me a call once you get this message? I just stepped in to be the interim director here at the Parks and Recreation Department. I just wanted to make sure I get all the background information for the funding that was provided for the Beltline Boulevard Redevelopment Project. Give me a call back 803-545-3085 or 803-497-7375. Thank you."

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

**From:** [Bryant, Kenya V](#)  
**To:** [Propps-Wright, Carol](#); [Romaniello, Meg](#)  
**Cc:** [Bing, Hattie M](#)  
**Subject:** [External] RE: City of Columbia/Community Impact Funding  
**Date:** Sunday, September 15, 2024 1:18:08 PM  
**Attachments:** [image002.png](#)

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Hi Ms. Romaniello,

Just wanted to introduce myself through email. My name is Kenya Bryant and I am the Interim Director of Parks and Recreation, and will be part of this project and process moving forward. All of my contact information is below if you ever need to contact me. I look forward to working with you!

Regards,  
Kenya

Kenya V. Bryant, MPA, CPRP  
Interim Director  
City of Columbia Parks and Recreation Department  
1111 Recreation Drive Columbia, SC 29201  
Off: 803-545-3085  
Cell: 803-497-7375  
[Kenya.Bryant@columbiasc.gov](mailto:Kenya.Bryant@columbiasc.gov)  
"Together, We Are Columbia"



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**From:** Propps-Wright, Carol <Carol.ProppsWright@columbiasc.gov>  
**Sent:** Friday, September 13, 2024 12:48 PM  
**To:** Romaniello, Meg <Meg.Romaniello@sto.sc.gov>  
**Cc:** Bryant, Kenya V <Kenya.Bryant@columbiasc.gov>; Bing, Hattie M <Hattie.Bing@columbiasc.gov>  
**Subject:** City of Columbia/Community Impact Funding

Good afternoon, Ms. Romaniello -

I hope all is well on your end. I am inquiring about the status of FY25 Community Impact (Earmark) Funding for the Beltline Community Improvements project. I have not received notification or documents related to the funds thus far, and I would like to make sure we

are compliant and have not missed any due dates.

Also, as information, Mr. Randy Davis is no longer with the City of Columbia's Parks and Recreation Department. Mr. Kenya Bryant (cc'd here) is the interim Parks and Rec Director and will receive any communications previously directed to Mr. Davis.

Thank you for your time, and have a great weekend!

Regards,  
Carol

**Carol Propps-Wright**

Grants Administrator  
Budget, Program Management, & Grants Office  
1136 Washington Street, Ste. 508  
Columbia, SC 29201

Office Phone: 803-545-4143

Cell Phone: 803-319-7235



**From:** [Propps-Wright, Carol](#)  
**To:** [Romaniello, Meg](#)  
**Cc:** [Bryant, Kenya V](#); [Bing, Hattie M](#)  
**Subject:** [External] City of Columbia/Community Impact Funding  
**Date:** Friday, September 13, 2024 12:47:55 PM  
**Attachments:** [Outlook-n01npsiw.png](#)

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Good afternoon, Ms. Romaniello -

I hope all is well on your end. I am inquiring about the status of FY25 Community Impact (Earmark) Funding for the Beltline Community Improvements project. I have not received notification or documents related to the funds thus far, and I would like to make sure we are compliant and have not missed any due dates.

Also, as information, Mr. Randy Davis is no longer with the City of Columbia's Parks and Recreation Department. Mr. Kenya Bryant (cc'd here) is the interim Parks and Rec Director and will receive any communications previously directed to Mr. Davis.

Thank you for your time, and have a great weekend!

Regards,  
Carol

**Carol Propps-Wright**

Grants Administrator  
Budget, Program Management, & Grants Office  
1136 Washington Street, Ste. 508  
Columbia, SC 29201

Office Phone: 803-545-4143

Cell Phone: 803-319-7235



**From:** [\\_STO - Appropriated Contributions](#)  
**To:** [teresa.wilson@columbiasc.gov](mailto:teresa.wilson@columbiasc.gov)  
**Cc:** [\\_STO - Appropriated Contributions](#)  
**Subject:** FY25 Appropriated Contributions Enrollment Packet  
**Date:** Wednesday, September 11, 2024 11:53:49 AM  
**Attachments:** [STO Appropriated Funds Cover Letter - City of Columbia - Bellline Community Improvements.pdf](#)  
[FY25 Earmarked Appropriations Disbursement Request form update.xlsx](#)

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Hello,

The State of South Carolina Fiscal Year 2024-2025 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. Your organization was selected as one of those outside organizations. I have attached 2 files as part of your enrollment packet. Please read the Appropriated Funds Cover Letter first. There you will find important information regarding FY 2024-2025 reporting requirements and guidance on how to complete the Earmarked Appropriations Disbursement Request form. In order for funds to be disbursed to your organization, you will not only need to submit the Earmarked Appropriations Disbursement Request form but also be registered with the Secretary of State's ("SOS") Office and as a vendor with the State of South Carolina. Details on how to register with the SOS and as a vendor will be included in the attached letter. The registration with the SOS is required per Proviso 118.20.D, but it does not apply to governmental entities or entities created by statute. All completed forms should be submitted to the STO - Appropriated Contributions email address listed below.

[STO.Appropriated.Contributions@sto.sc.gov](mailto:STO.Appropriated.Contributions@sto.sc.gov)

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

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

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

Thank you,

-Meg

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

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



September 10, 2024

Teresa Wilson  
City of Columbia  
1737 Main Street  
Columbia, South Carolina 29201

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

Dear Teresa Wilson:

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>
City of Columbia - Beltline Community Improvements	\$1,500,000.00

Budget Proviso 117.21 outlines reporting requirements for recipients of appropriated contributions. In addition, please note that Section 11-9-110 of the South Carolina Code requires that you agree to be audited by the State Auditor. (A copy of these applicable laws is attached for your convenience.)

Please see enclosed Excel workbook for data we must collect to be able to disburse these funds. This initial report, along with other information as detailed within the instructions, must be submitted in electronic format to STO prior to funds being dispersed. After the funds have been dispersed, you must 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](mailto:STO.Appropriated.Contributions@sto.sc.gov). We look forward to working with you.

Sincerely,

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

**SOUTH CAROLINA OFFICE OF THE STATE TREASURER  
APPROPRIATED CONTRIBUTIONS REPORTING REQUIREMENTS**

**INSTRUCTIONS**

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

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

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

The Quarterly Expenditure Reports are due to STO every quarter after receiving the funds. Should the initiative continue beyond June 30, 2025, the organization must continue to provide a quarterly report until completion.

<b>Quarterly Update Schedule</b>				
<b>Time Frame</b>	7/1 - 9/30	10/1 - 12/31	1/1 - 3/31	4/1 - 6/30
<b>Due Date</b>	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](mailto: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](mailto:STO.Appropriated.Contributions@sto.sc.gov).

## **Law Related to Appropriated Contributions**

### **Proviso 117.21. GP: Organizations Receiving State Appropriations Report**

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

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

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

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

**After all state funds have been expended**, each organization shall provide an accounting of how the funds were spent, including an accounting of funds provided to subgrantees and affiliated non-profits.

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

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

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

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

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

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

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



### State of South Carolina Request for Contribution Distribution

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

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

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

[Link to Search Vendor Number](#)

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	

  

Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
<b>Grand Total</b>	<b>\$0.00</b>	

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

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

\_\_\_\_\_  
Organization Signature

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Date

- Certifications of State Agency Providing Contribution**
- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act.
  - 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
  - 3) State Agency certifies that it will make distributions directly to the organization.
  - 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2025.
  - 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act.
  - 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2025.

\*

\_\_\_\_\_  
Agency Head Signature

\_\_\_\_\_  
Date

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

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

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

Reviewed by: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

