

From: [_STO - Appropriated Contributions](#)
To: charlesbright55@yahoo.com; [Deacon Sam Ellis](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21
Date: Monday, April 8, 2024 4:31:39 PM

Hello,

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 3/31/24) update due date: 4/15/24

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 | Meg.Romaniello@sto.sc.gov

From: [samuel ellis](#)
To: [Romaniello, Meg](#); [Charles Bright](#)
Subject: Fw: [External] Re: PAST DUE RE: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21
Date: Tuesday, March 5, 2024 7:02:30 AM
Attachments: [image007.png](#)
[2nd Quarterly Report.pdf](#)

Hey Meg,

Attached is a copy of the corrected 2nd Quarter report from RCRP .

thanks

sam ellis

----- Forwarded Message -----

From: samuel ellis <shem_6@yahoo.com>
To: Charles Bright <charlesbright55@yahoo.com>
Sent: Monday, March 4, 2024 at 05:19:58 PM EST
Subject: Re: [External] Re: PAST DUE RE: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

I'll make the corrections

[Sent from Yahoo Mail for iPhone](#)

On Monday, March 4, 2024, 5:08 PM, Charles Bright <charlesbright55@yahoo.com> wrote:

[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

On Monday, March 4, 2024, 11:21 AM, _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov> wrote:

Hi Mr. Ellis,

I have not received an updated report from you, and I wanted to check in to see if you had any questions about my email.

-Meg



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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Tuesday, February 13, 2024 1:47 PM
To: samuel ellis <shem_6@yahoo.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Re: PAST DUE RE: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Hello Mr. Ellis,

At this time, I have not received your Q2 report that was due on the 15th.

This report is now **past due** and should be submitted by the end of the workday on Friday (1/19).

If you have any questions, please let 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

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

Sent: Friday, January 5, 2024 3:08 PM

To: charlesbright55@yahoo.com; Deacon Sam Ellis <shem_6@yahoo.com>

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

Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Hello,

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 12/31/23) update due date: 1/15/24

Helpful Notes:

- Contribution Information, Organization Information, Organization Contact Information, and Secondary Organization Contact Information
 - o The information in these cells should match what was listed in your approved Disbursement Request form.
 - o The contact information should be updated if changes have been made since the Disbursement Request form was submitted.
- Reporting Period
 - o Even though this is your first quarterly report due, this is technically the Quarter 2 report.
- Accounting of how the funds have been spent:
 - o Description and Budget should match what was provided in your approved Disbursement Request form unless addition detail is needing to be provided.
 - o 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.
 - o If no expenses have occurred since July 1, please put zeros in both Quarter 1 and Quarter 2 columns.

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



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
\$400,000		

Organization Information	
Entity Name	Ritter Community Revitalization Project
Address	271 Tall Tree Lane
City/State/Zip	Walterboro, SC 29488
Website	
Tax ID#	87-2083626
Entity Type	Nonprofit Organization


Organization Contact Information	
Name	Charles E. Bright Jr.
Position/Title	President
Telephone	843-607-5584
Email	charlesbright55@yahoo.com
Secondary Organization Contact Information	
Name	Samuel S. Ellis
Position/Title	Treasurer
Telephone	910-964-0804
Email	shem_6@yahoo.com

Reporting Period	
Reporting Period	Quarter 2: October 1, 2023 - December 30, 2023

Accounting of how the funds have been spent:							
Description <i>(Attach additional detail for subgrantees and affiliated nonprofits)</i>	Budget					Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Purchase Land, Community Center construction	\$400,000.00		\$0.00			\$0.00	\$400,000.00
						\$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
Grand Total	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00

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

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


 Signature
 Samuel S. Ellis
 Printed Name

Treasurer _____
 Title
 1/19/2024
 Date

-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: samuel ellis <shem_6@yahoo.com>

Sent: Friday, January 19, 2024 1:31 PM

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

Subject: [External] Re: PAST DUE RE: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Please see attached:

On Wednesday, January 17, 2024 at 11:41:09 AM EST, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Good morning,

At this time, I have not received your Q2 report that was due on the 15th.

This report is now **past due** and should be submitted by the end of the workday on Friday (1/19).

If you have any questions, please let 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

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

Sent: Friday, January 5, 2024 3:08 PM

To: charlesbright55@yahoo.com; Deacon Sam Ellis <shem_6@yahoo.com>

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

Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Hello,

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 12/31/23) update due date: 1/15/24

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



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
\$400,000	E160 - State Treasurer	To build a community center with playground

Organization Information	
Entity Name	Ritter Community Revitalization Project
Address	271 Tall Tree Lane
City/State/Zip	Walterboro, SC 29488
Website	
Tax ID#	87-2083626
Entity Type	Nonprofit Organization

Organization Contact Information	
Name	Charles E. Bright
Position/Title	President
Telephone	843-607-5584
Email	charlesbright55@yahoo.com
Secondary Organization Contact Information	
Name	Samuel S. Ellis
Position/Title	Treasurer
Telephone	910-964-0804
Email	shem_6@yahoo.com

Reporting Period	
Reporting Period	Quarter 2: October 1, 2023 - December 30, 2023

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		
	\$400,000.00	\$0.00	\$0.00			\$0.00	\$400,000.00
						\$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
Grand Total	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00

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

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

Signature

Title

Printed Name

Date

Good morning,

At this time, I have not received your Q2 report that was due on the 15th.

This report is now **past due** and should be submitted by the end of the workday on Friday (1/19).

If you have any questions, please let 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

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

Sent: Friday, January 5, 2024 3:08 PM

To: charlesbright55@yahoo.com; Deacon Sam Ellis <shem_6@yahoo.com>

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

Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Hello,

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 12/31/23) update due date: 1/15/24

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



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
\$400,000	E160 - State Treasurer	To build a community center with playground

Organization Information	
Entity Name	Ritter Community Revitalization Project
Address	271 Tall Tree Lane
City/State/Zip	Walterboro, SC 29488
Website	
Tax ID#	87-2083626
Entity Type	Nonprofit Organization

Organization Contact Information	
Name	Charles E. Bright
Position/Title	President
Telephone	843-607-5584
Email	charlesbright55@yahoo.com
Secondary Organization Contact Information	
Name	Samuel S. Ellis
Position/Title	Treasurer
Telephone	910-964-0804
Email	shem_6@yahoo.com

Reporting Period	
Reporting Period	Quarter 2: October 1, 2023 - December 30, 2023

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			
	\$400,000.00	\$0.00	\$0.00			\$0.00	\$400,000.00	
						\$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	
Grand Total	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00	

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

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

Signature

Title

Printed Name

Date

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from SAMUEL ELLIS (910-964-0804) on 1/19/24 1:34 PM for 8037342658
Date: Friday, January 19, 2024 1:36:10 PM
Attachments: [9109640804-011924-133451-8037342658-1037069-1.wav](#)



Voice Message from SAMUEL ELLIS (910-964-0804) on 1/19/24 1:34 PM (37 second msg)

MESSAGE:

" Hi man, how you doing this is Mr. Ellis with Ritter. Rebel addition project. I got an email to send him the appropriation contribution to the S Steel. I sent that report and emailed it to you it's about 130. If you didn't get it. If you want shoot me an email back or you can get me on this number but I hopefully you got it and not copy finish mister bright as well. Okay. Thank you for the notification."

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

From: [samuel ellis](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] Re: PAST DUE RE: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21
Date: Friday, January 19, 2024 1:31:07 PM
Attachments: [State Treasurer Report 3rd Qtr.pdf](#)

Please see attached:

On Wednesday, January 17, 2024 at 11:41:09 AM EST, [_STO - Appropriated Contributions](#) <sto.appropriated.contributions@sto.sc.gov> wrote:

Good morning,

At this time, I have not received your Q2 report that was due on the 15th.

This report is now **past due** and should be submitted by the end of the workday on Friday (1/19).

If you have any questions, please let 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|Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Friday, January 5, 2024 3:08 PM
To: charlesbright55@yahoo.com; Deacon Sam Ellis <shem_6@yahoo.com>
Cc: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Hello,

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 12/31/23) update due date: 1/15/24

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 additional detail is needed to be provided.
 - Some organizations 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 the 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#)
To: charlesbright55@yahoo.com; [Deacon Sam Ellis](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: PAST DUE RE: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21
Date: Wednesday, January 17, 2024 11:41:08 AM
Importance: High

Good morning,

At this time, I have not received your Q2 report that was due on the 15th.

This report is now **past due** and should be submitted by the end of the workday on Friday (1/19).

-
If you have any questions, please let 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 | Meg.Romaniello@sto.sc.gov

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Friday, January 5, 2024 3:08 PM
To: charlesbright55@yahoo.com; Deacon Sam Ellis <shem_6@yahoo.com>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21

Hello,

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 15th of the month following the end of each quarter.

Q2 (ending 12/31/23) update due date: 1/15/24

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 additional detail is needed to be provided.
 - Some organizations 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 the 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 spending 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#)
To: charlesbright55@yahoo.com; [Deacon Sam Ellis](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY24 Appropriated Earmarks - Proviso 117.21
Date: Friday, January 5, 2024 3:08:00 PM

Hello,

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 12/31/23) update due date: 1/15/24

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 additional detail is needed to be provided.
 - Some organizations 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 the 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](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#)
To: [Charles Bright](#); [Deacon Sam Ellis](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: FY24 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Friday, December 8, 2023 12:39:21 PM
Attachments: [Appropriated Grants Letter - Ritter Community Center.pdf](#)
[FY24 Quarterly Expenditure Report update.xlsx](#)

Hello,

Please see attached for your payment confirmation letter.

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

Below is the schedule of when quarterly reports are due. Your first quarterly reports will be due

January 15, 2024.

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

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

I understand that since funds are just being received your organization may not have any expenditures to report for the first two quarters. If that is the case, you will put zeros in the expenditure section with the quarters that had no expenses.

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 | Meg.Romaniello@sto.sc.gov



THE HONORABLE CURTIS M. LOFTIS, JR.

State Treasurer

December 8, 2023

Charles Bright Jr. and Samuel Ellis
Ritter Community Center
260 Tall Tree Lane
Walterboro, South Carolina 29488

Dear Charles Bright Jr. and Samuel Ellis:

Thank you for submitting the required documentation outlined in Budget Proviso 117.21 to receive funds from the Appropriations Act. A payment has been processed for \$400,000 representing your organization's appropriated contribution. You should receive a check (145948580) in the mail separately from this notification. In accordance with Budget Proviso 117.21, you will now need to submit quarterly updates on funds spent. A schedule has been provided below for your reference. Your first quarterly report will be due January 15, 2024.

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

From: [_STO - Appropriated Contributions](#)
To: [Charles Bright](#)
Cc: [Deacon Sam Ellis](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Contribution/Distribution
Date: Thursday, November 9, 2023 11:39:07 AM
Attachments: [4 Ritter Community Center Original Submission.pdf](#)
[image003.png](#)

Thank you! Attached is a copy of the updated document for your records.

-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: Charles Bright <charlesbright55@yahoo.com>
Sent: Thursday, November 9, 2023 10:51 AM
To: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Deacon Sam Ellis <shem_6@yahoo.com>; Charles Edwin Bright Jr. <charlesbright55@yahoo.com>
Subject: Re: [External] Contribution/Distribution

Hello Meg,

The amount is \$400,000.00 and purpose is to build a community center with playground.

Thanks,

Charles

On Wednesday, November 8, 2023 at 04:04:29 PM EST, [_STO - Appropriated Contributions](#) <sto.appropriated.contributions@sto.sc.gov> wrote:

Thank you! I did a quick review and noticed two sections that were left blank. If send me the wording for the purpose, I can update the document you submitted so you do not have to resubmit the form.

Disbursed.		Contribution Information	
Amount	State Agency Providing the Contribution	Purpose	
	E160 - State Treasurer		

-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: Charles Bright <charlesbright55@yahoo.com>
Sent: Tuesday, November 7, 2023 11:21 PM
To: [_STO - Appropriated Contributions](#) <sto.appropriated.contributions@sto.sc.gov>
Cc: Charles Edwin Bright Jr. <charlesbright55@yahoo.com>; Deacon Sam Ellis <shem_6@yahoo.com>
Subject: [External] Contribution/Distribution

Hello Meg,

Please find attached the required forms for State of South Carolina request for contribution distribution and governing board and executive officer for nonprofit organization.

Blessings,

Charles E. Bright Jr.

From: [Charles Bright](#)
To: [_STO - Appropriated Contributions](#)
Cc: [Deacon Sam Ellis](#); [Charles Edwin Bright Jr.](#)
Subject: Re: [External] Contribution/Distribution
Date: Thursday, November 9, 2023 10:51:07 AM
Attachments: [image001.png](#)

Hello Meg,

The amount is \$400,000.00 and purpose is to build a community center with playground.

Thanks,

Charles

On Wednesday, November 8, 2023 at 04:04:29 PM EST, _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov> wrote:

Thank you! I did a quick review and noticed two sections that were left blank. If send me the wording for the purpose, I can update the document you submitted so you do not have to resubmit the form.

Disbursed.		
Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
	E160 - State Treasurer	

-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: Charles Bright <charlesbright55@yahoo.com>
Sent: Tuesday, November 7, 2023 11:21 PM
To: _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov>
Cc: Charles Edwin Bright Jr. <charlesbright55@yahoo.com>; Deacon Sam Ellis <shem_6@yahoo.com>
Subject: [External] Contribution/Distribution

Hello Meg,

Please find attached the required forms for State of South Carolina request for contribution distribution and governing board and executive officer for nonprofit organization.

Blessings,

Charles E. Bright Jr.

From: [_STO - Appropriated Contributions](#)
To: [Charles Bright](#)
Cc: [Deacon Sam Ellis](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Contribution/Distribution
Date: Wednesday, November 8, 2023 4:04:22 PM
Attachments: [image001.png](#)

Thank you! I did a quick review and noticed two sections that were left blank. If send me the wording for the purpose, I can update the document you submitted so you do not have to resubmit the form.

Disbursed.		
Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
	E160 - State Treasurer	

-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: Charles Bright <charlesbright55@yahoo.com>
Sent: Tuesday, November 7, 2023 11:21 PM
To: _STO - Appropriated Contributions <sto.appropriated.contributions@sto.sc.gov>
Cc: Charles Edwin Bright Jr. <charlesbright55@yahoo.com>; Deacon Sam Ellis <shem_6@yahoo.com>
Subject: [External] Contribution/Distribution

Hello Meg,

Please find attached the required forms for State of South Carolina request for contribution distribution and governing board and executive officer for nonprofit organization.

Blessings,

Charles E. Bright Jr.

From: [Charles Bright](#)
To: [_STO - Appropriated Contributions](#)
Cc: [Charles Edwin Bright Jr.](#); [Deacon Sam Ellis](#)
Subject: [External] Contribution/Distribution
Date: Wednesday, November 8, 2023 9:06:03 AM
Attachments: [Governing Board & Executive Officer.xlsx](#)

Hello Meg,

Please find attached the required forms for State of South Carolina request for contribution distribution and governing board and executive officer for nonprofit organization.

Blessings,

Charles E. Bright Jr.



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
	E160 - State Treasurer	

Organization Information	
Entity Name	Ritter Community Revitalization Project
Address	260 Tall Tree Lane
City/State/Zip	Walterboro, S.C. 29488
Website	
Tax ID #	87-2083626
Entity Type	Nonprofit Organization
Vendor #	7000345104

Organization Contact Information	
Contact Name	Charles Bright Jr.
Position/Title	President
Telephone	(843)607-5584
Email	charlesbright55@yahoo.com
Secondary Organization Contact Information	
Name	Samuel Ellis
Position/Title	Treasurer
Telephone	(910)964-8804
Email	shem_6@yahoo.com

Plan/Accounting of how these funds will be spent:		
Description	Budget	Explanation
The funds will be used to erect the Ritter Community Center, land and playground	\$400,000.00	
Grand Total	\$400,000.00	

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

The funds will be used to erect the Ritter Community Center and playground which will provide social education, service projects, and other tools and resources that will be beneficial to the community members.

- 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.

Charles E. Bright Jr.
 Organization Signature
BRIGHT, CHARLES E. JR.
 Printed Name

President
 Title
11-07-2023
 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, 2024.
 - 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, 2024.

Agency Head Signature _____

Date _____

Printed Name _____

**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
	E160 - State Treasurer	

Organization Information

Entity Name	Ritter Community Revitalization Project
Address	260 Tall Tree Lane
City/State/Zip	Walterboro, S.C. 29488
Website	
Tax ID #	87-2083626
Entity Type	Nonprofit Organization
Vendor #	7000345104

Organization Contact Information

Contact Name	Charles Bright Jr.
Position/Title	President
Telephone	(843)607-5584
Email	charlesbright55@yahoo.com
Secondary Organization Contact Information	
Name	Samuel Ellis
Position/Title	Treasurer
Telephone	(910)964-8804
Email	shem_6@yahoo.com

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
The funds will be used to erect the Ritter Community Center, land and playground	\$400,000.00	
Grand Total	\$400,000.00	

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

The funds will be used to erect the Ritter Community Center and playground which will provide social education, service projects, and other tools and resources that will be beneficial to the community members.

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, 2024.
- 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, 2024.

Agency Head Signature

Date

Printed Name

Communication Log

Date: 11/7/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Charles Bright to discuss the disbursement request form questions he had. He wanted to confirm how to complete the budget portion of the disbursement request form. Meg explained how to complete not only the budget section but the other areas as well. Meg also reminded him about the governing board and executive section that he would need to complete since the organization is a non-profit. He stated he would work on finishing the request the next day and submit it to us.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from CHARLES BRIGHT (843-607-5584) on 11/7/23 2:37 PM for 8037342658
Date: Tuesday, November 7, 2023 2:39:08 PM
Attachments: [8436075584-110723-143739-8037342658-1012988-1.wav](#)



Voice Message from CHARLES BRIGHT (843-607-5584) on 11/7/23 2:37 PM
(30 second msg)

MESSAGE:

" Hello, Meg. This is Charles bright with the Ritter community revise the station project and I'm filling out this state of South Carolina request for contribution distribution form and I have a question on here for you when you get an opportunity would you please give me a call at 843-607-5584. Thank you have a wonderful day."

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

From: [_STO - Appropriated Contributions](#)
To: charlesbright55@yahoo.com
Cc: [_STO - Appropriated Contributions](#)
Subject: FY24 Appropriated Contributions Enrollment Packet
Date: Wednesday, October 25, 2023 2:42:32 PM
Attachments: [STO Appropriated Funds Cover Letter - Ritter Community Center.pdf](#)
[FY24 Earmarked Appropriations Disbursement Request form update.xlsx](#)

Hello,

The State of South Carolina Fiscal Year 2023-2024 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 2023-2024 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 118.19.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

October 25, 2023

Charles Bright Jr.
Ritter Community Center

RE: State Appropriated Contributions, FY 23-24 Reporting Requirements

Dear Charles Bright Jr.:

The State of South Carolina Fiscal Year 2023-2024 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>
Ritter Community Center	\$400,000.00

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 118.19.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. 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, 2024, 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 118.19.B.98.
 - 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.

Communication Log

Date: 10/24/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Charles Bright to get the email address that he would like their enrollment packet sent to. He provided Meg with the email address. Meg stated that the packets should be sent out within the next day or so and for him to be on the look out for it.