

From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Cc: [Romaniello, Meg](#)
Subject: [External] Quarterly Report
Date: Thursday, April 11, 2024 5:21:34 PM
Attachments: [Quarterly Exp Report 4.5 mill - Mar 24 STO Report.xlsx.pdf](#)

See attached report for W. Main St. project.

Dennis R. Locke, CGFO

Director of Finance & Budget

City of Spartanburg

P.O. Box 1749

Spartanburg, SC 29304-1749

Telephone 864 596-2119

Cell Phone 864 809-1087

Fax 864 596-2424

E-mail: dlocke@cityofspartanburg.org

www.cityofspartanburg.org



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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Secondary Organization Contact Information

Name	Kris Johnson
Position/Title	Revenue Manager
Telephone	864-596-2755
Email	kjohnson@cityofspartanburg.org

Reporting Period

Reporting Period	Quarter 3: January 1, 2024 - March 31, 2024
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Accounting of how the funds have been spent:

Description	Budget	Expenditures						Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
Counstruction Cost	\$3,350,000.00	\$0.00					\$0.00	\$3,350,000.00
Design & Engineering	\$570,000.00	\$0.00	\$22,140.00	\$68,004.00	\$38,838.00		\$128,982.00	\$441,018.00
Right of Way Aquisition (if necessary)	\$65,000.00	\$0.00					\$0.00	\$65,000.00
Third Party Inspection	\$70,000.00	\$0.00					\$0.00	\$70,000.00
Fees & Permits	\$5,000.00	\$0.00					\$0.00	\$5,000.00
Surveying	\$15,000.00	\$0.00					\$0.00	\$15,000.00
Mobilization & Bonds	\$90,000.00	\$0.00					\$0.00	\$90,000.00
Contingency	\$335,000.00	\$0.00					\$0.00	\$335,000.00
							\$0.00	\$0.00
Grand Total	\$4,500,000.00	\$0.00	\$22,140.00	\$68,004.00	\$38,838.00	\$0.00	\$128,982.00	\$4,371,018.00

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

Dennis R. Locke

Printed Name

Director Finance & Budget

Title

4/11/2024

Date

From: [_STO - Appropriated Contributions](#)
To: dlocke@cityofspartanburg.org; cstory@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Monday, April 8, 2024 1:12:08 PM

Hello,

Currently my reports show that your organization has funds left unspent from the FY23 Appropriated Earmarks. This is a reminder about your quarterly update that is due soon.

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

Q3 (ending 3/31/24) 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: Dennis Locke
To: JD@AppropriatedContributions
Subject: [External] FW: Scanned image from MX-5071
Date: Tuesday, January 16, 2024 12:33:19 PM
Attachments: [psrisc@cityofspartanburg.org_20240116_523245.pdf](#)

Updated Report with secondary contact information.

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone: 864 596-2119
Cell Phone 864 809-1067
Fax: 864 596-2424
E-mail: dlocke@cityofspartanburg.org
<https://gccf2.safe-links.protection.outlook.com/?url=https://a%2F%2Fwww.cityofspartanburg.org%2F&data=05%7C02%7Cto.appropriated.contributions%40to.sc.gov%7C677a6206ddde48daead1086d16b91534%7C%9F8d01480484c27b6d8c546c083fcd4%7C0%7C0%7C63841023138333257%7CUnknown%7C7WfPbGZab3d8eyJWljoIMC4wLjAwMDEaLlCRQjsoV2haMe6LLCBTt86kIhaWwILCJXVCBMm0%3D%7C3000%7C%7C%7C&data=2%2BpUAGUdH7myV%2B8H1aa%2Fb%2FUsiOd4Fv9Q%2Bv0YSoCjgMP%3D&reserved=0>

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

From: Copier <copier@cityofspartanburg.org>
Sent: Tuesday, January 16, 2024 12:33 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Subject: Scanned image from MX-5071

Reply to: Dennis Locke <dlocke@cityofspartanburg.org> Device Name: MX-5071 Device Model: MX-5071
Location: Finance

File Format: PDF MMR(G4)
Resolution: 300dpi x 300dpi

Attached file is scanned image in PDF format.

Use [Acrobat\(R\)Reader\(R\)](#) or [Adobe\(R\)Reader\(R\)](#) of Adobe to view the document.

[Adobe\(R\)Reader\(R\)](#) can be downloaded from the following URL:

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<https://gccf2.safe-links.protection.outlook.com/?url=https://a%2F%2Fwww.adobe.com%2F&data=05%7C02%7Cto.appropriated.contributions%40to.sc.gov%7C677a6206ddde48daead1086d16b91534%7C%9F8d01480484c27b6d8c546c083fcd4%7C0%7C0%7C638410231383340722%7CUnknown%7C7WfPbGZab3d8eyJWljoIMC4wLjAwMDEaLlCRQjsoV2haMe6LLCBTt86kIhaWwILCJXVCBMm0%3D%7C3000%7C%7C%7C&data=CwhA%2FWw1qZC0OadEZY7yDhmf1%2BdLAcbyJKTjbjq48%3D&reserved=0>

**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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Secondary Organization Contact Information

Name	Kris Johnson
Position/Title	Revenue Manager
Telephone	864-596-2755
Email	kjohnson@cityofspartanburg.org

Reporting Period

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

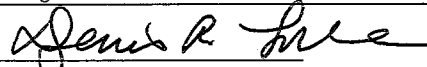
Accounting of how the funds have been spent:

Description	Budget	Expenditures						Total	Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4			
Counstruction Cost	\$3,350,000.00	\$0.00					\$0.00	\$3,350,000.00	
Design & Engineering	\$570,000.00	\$0.00	\$22,140.00	\$68,004.00			\$90,144.00	\$479,856.00	
Right of Way Aquisition (if necessary)	\$65,000.00	\$0.00					\$0.00	\$65,000.00	
Third Party Inspection	\$70,000.00	\$0.00					\$0.00	\$70,000.00	
Fees & Permits	\$5,000.00	\$0.00					\$0.00	\$5,000.00	
Surveying	\$15,000.00	\$0.00					\$0.00	\$15,000.00	
Mobilization & Bonds	\$90,000.00	\$0.00					\$0.00	\$90,000.00	
Contingency	\$335,000.00	\$0.00					\$0.00	\$335,000.00	
							\$0.00	\$0.00	
Grand Total	\$4,500,000.00	\$0.00	\$22,140.00	\$68,004.00	\$0.00	\$0.00	\$90,144.00	\$4,409,856.00	

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
 Dennis R. Locke

 Printed Name

Director Finance & Budget

 Title
 1/12/2024

 Date

From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [Romaniello, Meg](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Quarterly Reports
Date: Tuesday, January 16, 2024 11:28:26 AM
Attachments: [image001.png](#)

Thank you for your submission. I did a quick review and noticed one area that needs to be updated. If you have any questions, please let me know.

Organization Contact Information	
Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Friday, January 12, 2024 1:55 PM
To: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] Quarterly Reports

Our Dec 23 Report.

I was able to contact the other agencies. Thank you for your assistance.

Dennis R. Locke, CF70
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Friday, January 12, 2024 9:06 AM
To: Dennis Locke <dlocke@cityofspartanburg.org>

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

Subject: RE: [External] Quarterly Reports

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



Hi Dennis,

I am not sure if those agencies have different forms than us since we were given a template and allowed to add sections if the agency needed, but you could try and see if they would take them.

-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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Thursday, January 11, 2024 11:09 AM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] Quarterly Reports

Meg,

To follow up with my voicemail. I do have a copy of the spreadsheet for FY 24 you sent me for another project for the City. Can I use the same form to submit the reports for two additional earmarks the City received in FY 24? (\$42 million Commerce Dept. & \$12 million from Parks.)

Thanks

Dennis R. Locke, CFO
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P.O. Box 1749
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Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Cc: [Romaniello, Meg](#)
Subject: [External] Quarterly Reports
Date: Friday, January 12, 2024 1:54:53 PM
Attachments: [Quarterly Expenditure Report 4.5 mill - Dec 23 Report.xlsx.pdf](#)

Our Dec 23 Report.

I was able to contact the other agencies. Thank you for your assistance.

Dennis R. Locke, CGFO

Director of Finance & Budget
City of Spartanburg
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Spartanburg, SC 29304-1749
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From: Dennis Locke <dlocke@cityofspartanburg.org>

Sent: Thursday, January 11, 2024 11:09 AM

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

Cc: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>

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Thanks

Dennis R. Locke, CFO

Director of Finance & Budget

City of Spartanburg

P.O. Box 1749

Spartanburg, SC 29304-1749

Telephone 864 596-2119

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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 of 2022 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, 2023.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
\$4,500,000	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information	
Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information	
Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

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

Accounting of how the funds have been spent:								
Description	Budget	Expenditures						Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
Counstruction Cost	\$3,350,000.00	\$0.00					\$0.00	\$3,350,000.00
Design & Engineering	\$570,000.00	\$0.00	\$22,140.00	\$68,004.00			\$90,144.00	\$479,856.00
Right of Way Aquisition (if necessary)	\$65,000.00	\$0.00					\$0.00	\$65,000.00
Third Party Inspection	\$70,000.00	\$0.00					\$0.00	\$70,000.00
Fees & Permits	\$5,000.00	\$0.00					\$0.00	\$5,000.00
Surveying	\$15,000.00	\$0.00					\$0.00	\$15,000.00
Mobilization & Bonds	\$90,000.00	\$0.00					\$0.00	\$90,000.00
Contingency	\$335,000.00	\$0.00					\$0.00	\$335,000.00
Grand Total	\$4,500,000.00	\$0.00	\$22,140.00	\$68,004.00	\$0.00	\$0.00	\$90,144.00	\$4,409,856.00

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

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.

Dennis R Locke
 Signature
 Dennis R. Locke
 Printed Name

Director Finance & Budget
 Title
~~10/12/2023~~ 1/12/24
 Date

From: [_STO - Appropriated Contributions](#)
To: dlocke@cityofspartanburg.org; cstory@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update for FY23 Appropriated Earmarks - Proviso 117.21
Date: Friday, January 5, 2024 1:08:27 PM

Hello,

Currently my reports show that your organization has funds left unspent from the FY23 Appropriated Earmarks. This is a reminder about your quarterly update that is due soon.

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

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

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

10/20/2022

Chris Story
City of Spartanburg
145 W. Broad Street,
Spartanburg, SC 29306

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

Dear Chris Story:

The State of South Carolina Fiscal Year 2022-2023 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. The amount below indicates the funds which have been allotted in our agency's budget for your organization.

<u>Organization receiving appropriated funds:</u>	<u>Amount</u>
West Main Street Strategic Growth Corridor	\$4,500,000.00

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

Please see enclosed Excel workbook for data we must collect to be able to disburse these funds. This initial report, along with other information as detailed within the Instructions, must be submitted in electronic format to STO prior to funds being dispersed. After the funds have been dispersed, you must also file quarterly reports in addition to a year-end report with STO by **June 30, 2023** via a format to be provided prior to that date. Your submissions will be forwarded to the Chairman of the Senate Finance Committee, the Chairman of the House Ways and Means Committee, and the Executive Budget Office by the STO. Per Governor McMaster's Executive Order, any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 will be made available for public review and inspection on the STO website.

Please note that to be paid by the State of South Carolina, you must be a registered vendor of the State. If you are not already a registered vendor, please see <https://procurement.sc.gov/doing-biz/registration> to complete this required task. Once known, please ensure you include your State of SC vendor number on the enclosed Earmarked Appropriations Disbursement Request form when you return it to the STO.

Should you have any questions or concerns, please do not hesitate to email the Division of Treasury Management at STO.Appropriated.Contributions@sto.sc.gov. We look forward to working with you.

Sincerely,



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

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

INSTRUCTIONS

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

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

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

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

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

Applicable Law on Reporting Responsibilities

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

Proviso 117.21 requires the following:

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

Law Related to Appropriated Contributions

Proviso 117.21. GP: Organizations Receiving State Appropriations Report

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

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

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

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

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

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

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

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

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

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

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

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



State of South Carolina Contribution Expenditure Report

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Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
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Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Secondary Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

Reporting Period

Reporting Period	Quarter 1: July 1, 2023 - September 30, 2023
------------------	--

Accounting of how the funds have been spent:

Description	Budget	Expenditures						Total	Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4			
Counstruction Cost	\$3,350,000.00	\$0.00					\$0.00	\$3,350,000.00	
Design & Engineering	\$570,000.00	\$0.00	\$22,140.00				\$22,140.00	\$547,860.00	
Right of Way Aquisition (if necessary)	\$65,000.00	\$0.00					\$0.00	\$65,000.00	
Third Party Inspection	\$70,000.00	\$0.00					\$0.00	\$70,000.00	
Fees & Permits	\$5,000.00	\$0.00					\$0.00	\$5,000.00	
Surveying	\$15,000.00	\$0.00					\$0.00	\$15,000.00	
Mobilization & Bonds	\$90,000.00	\$0.00					\$0.00	\$90,000.00	
Contingency	\$335,000.00	\$0.00					\$0.00	\$335,000.00	
							\$0.00	\$0.00	
Grand Total	\$4,500,000.00	\$0.00	\$22,140.00	\$0.00	\$0.00	\$0.00	\$22,140.00	\$4,477,860.00	

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
Dennis R. Locke
Printed Name

Director Finance & Budget
Title
10/12/2023
Date

**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 of 2022 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, 2023.

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose
\$4,500,000	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information	
Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information	
Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org
Secondary Organization Contact Information	
Name	
Position/Title	
Telephone	
Email	

Reporting Period	
Reporting Period	

Accounting of how the funds have been spent:								
Description	Budget	Expenditures						Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
Counstruction Cost	\$3,350,000.00	\$0.00					\$0.00	\$3,350,000.00
Design & Engineering	\$570,000.00	\$0.00					\$0.00	\$570,000.00
Right of Way Aquisition (if necessary)	\$65,000.00	\$0.00					\$0.00	\$65,000.00
Third Party Inspection	\$70,000.00	\$0.00					\$0.00	\$70,000.00
Fees & Permits	\$5,000.00	\$0.00					\$0.00	\$5,000.00
Surveying	\$15,000.00	\$0.00					\$0.00	\$15,000.00
Mobilization & Bonds	\$90,000.00	\$0.00					\$0.00	\$90,000.00
Contingency	\$335,000.00	\$0.00					\$0.00	\$335,000.00
							\$0.00	\$0.00
Grand Total	\$4,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500,000.00

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



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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO BOX 1749
City/State/Zip	Spartanburg SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Reporting Period

Reporting Period	Quarter 1: July 1, 202 2 ³ - September 30, 202 2 ³ <i>DLK</i>
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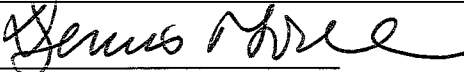
Accounting of how the funds have been spent:

Description	Budget	Expenditures				Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Construction Cost	\$3,350,000.00					\$0.00	\$3,350,000.00
Design & Engineering	\$570,000.00	\$22,140.00				\$22,140.00	\$547,860.00
Right of Way Aquisition (if necessary)	\$65,000.00					\$0.00	\$65,000.00
Third Party Inspections	\$70,000.00					\$0.00	\$70,000.00
Fees & Permits	\$5,000.00					\$0.00	\$5,000.00
Surveying	\$15,000.00					\$0.00	\$15,000.00
Mobilization & Bonds	\$90,000.00					\$0.00	\$90,000.00
Contingency	\$335,000.00					\$0.00	\$335,000.00
						\$0.00	\$0.00
Grand Total	\$4,500,000.00	\$22,140.00	\$0.00	\$0.00	\$0.00	\$22,140.00	\$4,477,860.00

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
 Dennis R. Locke

 Printed Name

Director Finance & Budget

 Title
 10/13/2023

 Date

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from CITY OF SPARTAN (864-596-2119) on 10/12/23 4:40 PM for 8037342658
Date: Thursday, October 12, 2023 4:41:46 PM
Attachments: [8645962119-101223-164008-8037342658-1003312-1.wav](#)



Voice Message from CITY OF SPARTAN (864-596-2119) on 10/12/23 4:40 PM (44 second msg)

MESSAGE:

" Hey Meg, this is Dennis lock. I was working on my quarterly report and I'm having trouble changing one of the sales in the spreadsheet I'm going to go ahead and Mark through it now and then if I get this corrected I can update it next quarter, but it's not letting me change the reporting period. I'm getting an error and I don't have that type of type of skills to go in there and said I needed to do change. The data validation time, but the space she won't allow me to change it anyway, Dennis lock City Spartanburg 864-596-2119. Thank you."

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

From: [_STO - Appropriated Contributions](#)
To: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update for FY23 Appropriated Earmarks - Proviso 117.21
Date: Thursday, September 14, 2023 12:48:07 PM
Attachments: [Quarterly Expenditure Report FY24 Template - West Main Street Strategic Growth Corridor.xlsx](#)

Hello,

As of 6/30/23, your organization had funds left unspent from the FY23 Appropriated Earmarks. Attached is the updated form you will use to update your information each quarter. Please note that a section for a secondary organization contact has been added. This section is required.

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

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

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

**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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Secondary Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

Reporting Period

Reporting Period	
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Accounting of how the funds have been spent:

Description	Budget	Expenditures						Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	
Counstruction Cost	\$3,350,000.00	\$0.00					\$0.00	\$3,350,000.00
Design & Engineering	\$570,000.00	\$0.00					\$0.00	\$570,000.00
Right of Way Aquisition (if necessary)	\$65,000.00	\$0.00					\$0.00	\$65,000.00
Third Party Inspection	\$70,000.00	\$0.00					\$0.00	\$70,000.00
Fees & Permits	\$5,000.00	\$0.00					\$0.00	\$5,000.00
Surveying	\$15,000.00	\$0.00					\$0.00	\$15,000.00
Mobilization & Bonds	\$90,000.00	\$0.00					\$0.00	\$90,000.00
Contingency	\$335,000.00	\$0.00					\$0.00	\$335,000.00
							\$0.00	\$0.00
Grand Total	\$4,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500,000.00

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

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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: [Dennis Locke](#)
To: [Romaniello, Meg](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: [External] RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Friday, July 14, 2023 12:14:11 PM
Attachments: [Quarterly Expenditure Report 4.5 mill - June Report.pdf](#)

Meg,

Please see our quarterly report for the State Grant.

Dennis R. Locke, CGFO

Director of Finance & Budget

City of Spartanburg

P.O. Box 1749

Spartanburg, SC 29304-1749

Telephone 864 596-2119

Cell Phone 864 809-1087

Fax 864 596-2424

E-mail: dlocke@cityofspartanburg.org

www.cityofspartanburg.org

From: Romaniello, Meg <Meg.Romaniello@sto.sc.gov>

Sent: Monday, July 3, 2023 11:09 AM

To: Chris Story <cstory@cityofspartanburg.org>; Dennis Locke <dlocke@cityofspartanburg.org>

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

Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning,

This is a reminder about your quarterly update that is due soon.

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.

Q4 (ending 6/30/23) update due date: 7/15/23

Important things to note:

- The quarterly report template was provided with the Payment Confirmation email your organization received.

- All areas on the report need to be completed in full. Incomplete forms will be sent back for revision.
 - State Agency should be “X220 - Aid to Subdivisions – Treasurer”.
 - The” Explanation of any unspent funds” only needs to be completed for the Q4 report.
- Budget descriptions should be similar or match what was listed on the approved disbursement request form.
- Budget total should match what was award to your organization.
- If no expenditures occurred for certain lines or quarters, please put zeros in those cells.
- If you have multiple awards, a separate quarterly report is required for each project/appropriation.

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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000.00	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance & Budget Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Reporting Period

Reporting Period	Quarter 4: April 1, 2023 - June 30, 2023
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Accounting of how the funds have been spent:

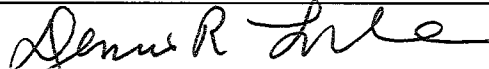
Description	Budget	Expenditures				Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
Counstruction Cost	\$3,350,000.00					\$0.00	\$3,350,000.00
Design & Engineering	\$570,000.00					\$0.00	\$570,000.00
Right of Way Aquisition (if necessary)	\$65,000.00					\$0.00	\$65,000.00
Third Party Inspection	\$70,000.00					\$0.00	\$70,000.00
Fees & Permits	\$5,000.00					\$0.00	\$5,000.00
Surveying	\$15,000.00					\$0.00	\$15,000.00
Mobilization & Bonds	\$90,000.00					\$0.00	\$90,000.00
Contingency	\$335,000.00					\$0.00	\$335,000.00
						\$0.00	\$0.00
Grand Total	\$4,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500,000.00

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

We are still in the planning stage of this project. No expenditures have been made.

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
 Dennis R. Locke
 Printed Name

Finance Director
 Title
 7/14/23
 Date

From: [Romaniello, Meg](#)
To: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org
Cc: [STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Monday, July 3, 2023 11:08:55 AM

Good morning,

This is a reminder about your quarterly update that is due soon.

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.

Q4 (ending 6/30/23) update due date: 7/15/23

Important things to note:

- The quarterly report template was provided with the Payment Confirmation email your organization received.
- All areas on the report need to be completed in full. Incomplete forms will be sent back for revision.
 - State Agency should be “X220 - Aid to Subdivisions – Treasurer”.
 - The “Explanation of any unspent funds” only needs to be completed for the Q4 report.
- Budget descriptions should be similar or match what was listed on the approved disbursement request form.
- Budget total should match what was awarded to your organization.
- If no expenditures occurred for certain lines or quarters, please put zeros in those cells.
- If you have multiple awards, a separate quarterly report is required for each project/appropriation.

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: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#); [Chris Story](#)
Cc: [John Squires](#)
Subject: [External] RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Friday, April 21, 2023 1:46:55 PM
Attachments: [SC Contribution Expenditure Report 4-21-23.pdf](#)

Meg,

Attached is our quarterly report for the period ending 3/31/23.

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: Dennis Locke
Sent: Monday, April 17, 2023 1:12 PM
To: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>; [Chris Story](#) <cstory@cityofspartanburg.org>
Cc: [John Squires](#) <jsquires@cityofspartanburg.org>
Subject: RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21

Meg,

We will provide the report promptly.

Thanks

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, April 17, 2023 12:40 PM
To: [Chris Story](#) <cstory@cityofspartanburg.org>; [Dennis Locke](#) <dlocke@cityofspartanburg.org>

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

Subject: RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21

Importance: High

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

At this time, I have not received your Q3 report.

This report is now **past due** and should be submitted by the end of the week.

Please confirm that you have received this email by the end of the day **today**.

If you have any questions, please let me know.

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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

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

Sent: Monday, April 3, 2023 12:56 PM

To: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org

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

Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21

Good afternoon,

This is a reminder about your quarterly update that is due soon.

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.

Q3 (ending 3/31/23) update due date: 4/15/23

Important things to note:

- The quarterly report template was provided with the Payment Confirmation email your organization received.
- All areas on the report need to be completed in full. Incomplete forms will be sent back for revision.
 - State Agency should be “X220 - Aid to Subdivisions – Treasurer”.
 - The “ Explanation of any unspent funds” only needs to be completed for the Q4 report.
- Budget descriptions should be similar or match what was listed on the approved disbursement request form.
- Budget total should match what was award to your organization.
- If no expenditures occurred for certain lines or quarters, please put zeros in those cells.
- If you have multiple awards, a separate quarterly report is required for each project/appropriation.

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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000.00	X220 - Aid to Subdivisions - Treasurer	West Main Street Strategic Growth Corridor

Organization Information

Entity Name	City of Spartanburg
Address	PO BOX 1749
City/State/Zip	Spartanburg SC 29304
Website	www.cityofspartanburg.org
Tax ID#	57-6000245
Entity Type	Municipality

Organization Contact Information

Name	Dennis R Locke
Position/Title	Finance Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Reporting Period

Reporting Period	Quarter 3: January 1, 2023 - March 31, 2023
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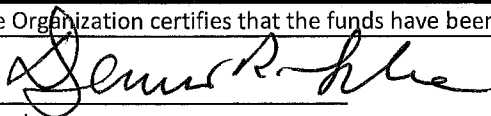
Accounting of how the funds have been spent:

Description	Budget	Expenditures					Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4			
Construction Cost	\$3,350,000.00					\$0.00	\$3,350,000.00	
Design & Engineering	\$570,000.00					\$0.00	\$570,000.00	
Right of way acquisition (if necessary)	\$65,000.00					\$0.00	\$65,000.00	
Third Party Inspection	\$70,000.00					\$0.00	\$70,000.00	
Fees & Permits	\$5,000.00					\$0.00	\$5,000.00	
Surveying	\$15,000.00					\$0.00	\$15,000.00	
Mobilization & Bonds	\$90,000.00					\$0.00	\$90,000.00	
Contingency 10%	\$335,000.00					\$0.00	\$335,000.00	
						\$0.00	\$0.00	
Grand Total	\$4,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500,000.00	

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
 Dennis R. Locke

 Printed Name

Finance & Budget Director

 Title
 4/22/23

 Date

From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#); [Chris Story](#)
Cc: [John Squires](#)
Subject: [External] RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Monday, April 17, 2023 1:12:29 PM

Meg,

We will provide the report promptly.

Thanks

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, April 17, 2023 12:40 PM
To: Chris Story <cstory@cityofspartanburg.org>; Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Importance: High

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

At this time, I have not received your Q3 report.

This report is now **past due** and should be submitted by the end of the week.

Please confirm that you have received this email by the end of the day **today**.
If you have any questions, please let me know.

-Meg

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

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

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, April 3, 2023 12:56 PM
To: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21

Good afternoon,

This is a reminder about your quarterly update that is due soon.

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.

Q3 (ending 3/31/23) update due date: 4/15/23

Important things to note:

- The quarterly report template was provided with the Payment Confirmation email your organization received.
- All areas on the report need to be completed in full. Incomplete forms will be sent back for revision.
 - State Agency should be "X220 - Aid to Subdivisions – Treasurer".
 - The "Explanation of any unspent funds" only needs to be completed for the Q4 report.
- Budget descriptions should be similar or match what was listed on the approved disbursement request form.
- Budget total should match what was award to your organization.
- If no expenditures occurred for certain lines or quarters, please put zeros in those cells.
- If you have multiple awards, a separate quarterly report is required for each project/appropriation.

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: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Monday, April 17, 2023 12:39:58 PM
Importance: High

Good afternoon,

At this time, I have not received your Q3 report.

This report is now **past due** and should be submitted by the end of the week.

-
Please confirm that you have received this email by the end of the day **today**.
If you have any questions, please let me know.

-Meg

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

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

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, April 3, 2023 12:56 PM
To: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21

Good afternoon,

This is a reminder about your quarterly update that is due soon.

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.

Q3 (ending 3/31/23) update due date: 4/15/23

Important things to note:

- The quarterly report template was provided with the Payment Confirmation email your organization received.
- All areas on the report need to be completed in full. Incomplete forms will be sent back for

revision.

- State Agency should be “X220 - Aid to Subdivisions – Treasurer”.
- The “Explanation of any unspent funds” only needs to be completed for the Q4 report.
- Budget descriptions should be similar or match what was listed on the approved disbursement request form.
- Budget total should match what was awarded to your organization.
- If no expenditures occurred for certain lines or quarters, please put zeros in those cells.
- If you have multiple awards, a separate quarterly report is required for each project/appropriation.

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: cstory@cityofspartanburg.org; dlocke@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Quarterly Update Reminder for FY23 Appropriated Earmarks - Proviso 117.21
Date: Monday, April 3, 2023 12:56:47 PM

Good afternoon,

This is a reminder about your quarterly update that is due soon.

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.

Q3 (ending 3/31/23) update due date: 4/15/23

Important things to note:

- The quarterly report template was provided with the Payment Confirmation email your organization received.
- All areas on the report need to be completed in full. Incomplete forms will be sent back for revision.
 - State Agency should be “X220 - Aid to Subdivisions – Treasurer”.
 - The “Explanation of any unspent funds” only needs to be completed for the Q4 report.
- Budget descriptions should be similar or match what was listed on the approved disbursement request form.
- Budget total should match what was award to your organization.
- If no expenditures occurred for certain lines or quarters, please put zeros in those cells.
- If you have multiple awards, a separate quarterly report is required for each project/appropriation.

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: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Cc: [John Squires](#); [Kristin Johnson](#)
Subject: [External] RE: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Monday, March 13, 2023 11:45:17 AM

Meg,

Thank you for this information.

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, March 13, 2023 10:54 AM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

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 report will be due **April 15, 2023**.

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.

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

From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: FY23 Appropriated Contributions Payment Confirmation and Quarterly Expenditure Report Information
Date: Monday, March 13, 2023 10:53:42 AM
Attachments: [Appropriated Grants Letter - West Main Street Strategic Growth Corridor.pdf](#)
[Quarterly Expenditure Report.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 report will be due **April 15, 2023**.

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.

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

March 13, 2023

Dennis Locke
West Main Street Strategic Growth Corridor
145 W. Broad Street
Spartanburg, South Carolina 29306

Dear Dennis Locke:

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 \$4,500,000 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 April 15, 2023.

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



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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose

Organization Information

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

Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

Reporting Period

Reporting Period	
------------------	--

Accounting of how the funds have been spent:

Description	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	
Grand Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

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

Expenditure Certification

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

Signature

Title

Printed Name

Date



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 of 2022 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, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose

Organization Information

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

Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

Reporting Period

Reporting Period	
------------------	--

Accounting of how the funds have been spent:

Description	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	
Grand Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

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

Expenditure Certification

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

Signature

Title

Printed Name

Date

From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Grant Request
Date: Monday, March 6, 2023 12:52:39 PM

Oh Dennis! I am so sorry for your loss as well! I will keep you and your family in my prayers!
Thank you for resending the request. I think everything looks good. If we have any questions, I will let you know!

-Meg

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

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

From: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Monday, March 6, 2023 12:28 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

Meg,

I'm sorry for your loss.....Believe it or not, I was out all last week due to a loss of my Dad.
He's definitely doing better now.

Take Care,

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, March 6, 2023 12:19 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Hi Dennis,

I apologize for the delayed response, I was out the office due to a loss in my family. I don't see that I have received the updated document. Can you resend it?

-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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Friday, March 3, 2023 2:40 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

Meg,

I made the changes you suggested, you haven't received my revised application yet? I've been out of office all this week.

Dennis R. Locke, CFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Tuesday, February 28, 2023 10:47 AM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: John Squires <jsquires@cityofspartanburg.org>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Hey Dennis,

I wanted to check in to see if you had any additional questions or needed any assistance. If you do, please let me know.

-Meg

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

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

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

Sent: Wednesday, February 22, 2023 5:03 PM

To: Dennis Locke <dlocke@cityofspartanburg.org>

Cc: John Squires <jsquires@cityofspartanburg.org>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>

Subject: RE: [External] Grant Request

No problem.

1. You would put an abbreviated purpose that the funds will be used for.
2. It is up to you who signs in that section. I have seen where the organization's executive has signed and I have also seen where the person who will have the most responsibility for the funds (normally the contact person) has signed.
3. Yes. I had a few submit requests with the budget amount as more than the contribution amount. I then had to ask them to update their budget amounts to reflect what the funds the state is providing even though the complete project will cost more than the contribution amount. Many organizations are going to spend more than what the state is contributing towards their projects, but I only have to see the budget and expenses for the state funds that are provided.

Please let me know if you have any additional questions.

-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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Wednesday, February 22, 2023 4:54 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: John Squires <jsquires@cityofspartanburg.org>
Subject: RE: [External] Grant Request

Meg,

I have a few questions.

1. Contribution Information - ? I wasn't clear on what was being asked in this section.
2. Should I have our City Manager sign the Organization Certifications instead of me?
3. Have other applicants only included the amount of the grant for the budget?

I'm willing to adjust the budget to match the grant award amount of 4.5 million.

Thanks

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Wednesday, February 22, 2023 4:25 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: John Squires <jsquires@cityofspartanburg.org>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Hey Dennis,

I did a quick review and noticed a few things that need to be updated.

The purpose section in "Contribution Information" was left blank.

The budget amount is \$681,550 above the amount in the contribution section. It is completely fine if the total project budget is over the amount we are providing, but you only have to put the budget for the amount that the state is providing.

The last thing was the Agency Head signature. It will be someone from our office so you don't have

to have that section signed when you submit the updated document back 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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Wednesday, February 22, 2023 3:23 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Dennis Locke <dlocke@cityofspartanburg.org>; John Squires <jsquires@cityofspartanburg.org>; Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] Grant Request

Please let me know if more information is needed.

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: Dennis Locke
Sent: Wednesday, February 22, 2023 1:50 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: Next steps

Meg,

I received your voicemail. I've been working to complete our June audit report the last few days. My assistant has updated the form but I need to review it. I should be able to submit our request for funding no later than the end of this week.

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119

Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 4:05 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: Next steps

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Absolutely. Please see attached. The "State Agency Providing the Contribution" will be "X220 - Aid to Subdivisions – Treasurer".

If you have any questions, please let me know.

-Meg

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

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

From: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Monday, February 13, 2023 3:29 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: [External] RE: Next steps

Meg,

We received approval from the State in a letter dated 11/29/22 from Kimberly Wickersham. Can you send me an electronic copy of the distribution form?

Dennis R. Locke, CFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 3:19 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Next steps

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Hi Dennis,

I apologize that I missed your call. You can submit your disbursement request form to me, and I will start reviewing it. You should receive an email from the SOS once the registration is updated, but I will also keep an eye out for when the SOS website updates and lists your organization.

-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: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Grant Request
Date: Monday, March 6, 2023 12:27:57 PM
Attachments: [Sign State Earnark.pdf](#)

Meg,

I'm sorry for your loss.....Believe it or not, I was out all last week due to a loss of my Dad. He's definitely doing better now.

Take Care,

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, March 6, 2023 12:19 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

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

From: Dennis Locke <dlocke@cityofspartanburg.org>

Sent: Friday, March 3, 2023 2:40 PM

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

Subject: RE: [External] Grant Request

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Dennis R. Locke, CFO

Director of Finance & Budget

City of Spartanburg

P.O. Box 1749

Spartanburg, SC 29304-1749

Telephone 864 596-2119

Cell Phone 864 809-1087

Fax 864 596-2424

E-mail: dlocke@cityofspartanburg.org

www.cityofspartanburg.org

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

Sent: Tuesday, February 28, 2023 10:47 AM

To: Dennis Locke <dlocke@cityofspartanburg.org>

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Cc: John Squires <jsquires@cityofspartanburg.org>

Subject: RE: [External] Grant Request

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Subject: [External] Grant Request

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

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

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000.00	X220 - Aid to Subdivldions - Treasurer	To make improvement to main corridor of our city to encourage economic growth.

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID #	57-6000245
Entity Type	Municipality
Vendor #	7000030010

Organization Contact Information

Contact Name	Dennis Locke
Position/Title	Finance Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Plan/Accounting of how these funds will be spent:

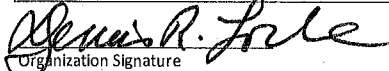
Description	Budget	Explanation
Construction Cost	\$3,350,000.00	
Design & Engineering Services	\$570,000.00	
Right of way acquisition (if necessary)	\$65,000.00	
Third Party Inspection	\$70,000.00	
Fees & Permits	\$5,000.00	
Surveying	\$15,000.00	
Mobilization & Bonds	\$90,000.00	
Contingency 10%	\$335,000.00	
Grand Total	\$4,500,000.00	

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

The West Main Pedestrian & Bicycle Trail Project: The project will provide a safe place for pedestrians to enjoy recreation activities and functions as a viable transportation corridor leading to the west side of Main Street. The project will continue Spartanburg's goal of creating healthy recreation and transportation opportunities by providing safe infrastructure for residents to enjoy. The economic impact has been staggering for other similar projects that have been completed in the last few years, businesses including residential projects, have benefited from the proximity of the trails, and has offered a new opportunity and economic model for businesses and residents to reap the benefit of redcovering the urban corridor.

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

Finance & Budget Director

Title

2/24/23
Date

Dennis R. Locke
Printed Name

Certifications of State Agency Providing Contribution

- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act of 2022.
- 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
- 3) State Agency certifies that it will make distributions directly to the organization.
- 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2023.
- 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
- 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2023.

Agency Head Signature

Date

Printed Name

From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] Grant Request
Date: Monday, March 6, 2023 12:19:06 PM

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Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Wednesday, February 22, 2023 4:25 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: John Squires <jsquires@cityofspartanburg.org>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] Grant Request

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

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Sent: Wednesday, February 22, 2023 3:23 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Dennis Locke <dlocke@cityofspartanburg.org>; John Squires <jsquires@cityofspartanburg.org>; Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] Grant Request

Please let me know if more information is needed.

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Subject: [External] RE: Next steps

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From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [John Squires](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Grant Request
Date: Tuesday, February 28, 2023 10:47:03 AM

Hey Dennis,

I wanted to check in to see if you had any additional questions or needed any assistance. If you do, please let me know.

-Meg

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Subject: [External] Grant Request

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To: [Dennis Locke](#)
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Subject: RE: [External] Grant Request
Date: Wednesday, February 22, 2023 5:02:49 PM

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From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Cc: [John Squires](#)
Subject: RE: [External] Grant Request
Date: Wednesday, February 22, 2023 4:53:57 PM

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Sent: Monday, February 13, 2023 3:19 PM

To: Dennis Locke <dlocke@cityofspartanburg.org>

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

Subject: Next steps

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Hi Dennis,

I apologize that I missed your call. You can submit your disbursement request form to me, and I will start reviewing it. You should receive an email from the SOS once the registration is updated, but I will also keep an eye out for when the SOS website updates and lists your organization.

-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: [Dennis Locke](#)
Cc: [John Squires](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] Grant Request
Date: Wednesday, February 22, 2023 4:25:21 PM

Hey Dennis,

I did a quick review and noticed a few things that need to be updated.

The purpose section in "Contribution Information" was left blank.

The budget amount is \$681,550 above the amount in the contribution section. It is completely fine if the total project budget is over the amount we are providing, but you only have to put the budget for the amount that the state is providing.

The last thing was the Agency Head signature. It will be someone from our office so you don't have to have that section signed when you submit the updated document back 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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Wednesday, February 22, 2023 3:23 PM
To: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Cc: Dennis Locke <dlocke@cityofspartanburg.org>; John Squires <jsquires@cityofspartanburg.org>; Romaniello, Meg <Meg.Romaniello@sto.sc.gov>
Subject: [External] Grant Request

Please let me know if more information is needed.

Dennis R. Locke, CFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: Dennis Locke
Sent: Wednesday, February 22, 2023 1:50 PM

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

Subject: RE: [External] RE: Next steps

Meg,

I received your voicemail. I've been working to complete our June audit report the last few days. My assistant has updated the form but I need to review it. I should be able to submit our request for funding no later than the end of this week.

Dennis R. Locke, CFO

Director of Finance & Budget

City of Spartanburg

P.O. Box 1749

Spartanburg, SC 29304-1749

Telephone 864 596-2119

Cell Phone 864 809-1087

Fax 864 596-2424

E-mail: dlocke@cityofspartanburg.org

www.cityofspartanburg.org

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

Sent: Monday, February 13, 2023 4:05 PM

To: Dennis Locke <dlocke@cityofspartanburg.org>

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

Subject: RE: [External] RE: Next steps

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Absolutely. Please see attached. The "State Agency Providing the Contribution" will be "X220 - Aid to Subdivisions – Treasurer".

If you have any questions, please let me know.

-Meg

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

South Carolina Treasurer's Office

1200 Senate Street, Suite 214

Wade Hampton Bldg., Columbia, SC 29201

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

From: Dennis Locke <dlocke@cityofspartanburg.org>

Sent: Monday, February 13, 2023 3:29 PM

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

Subject: [External] RE: Next steps

Meg,

We received approval from the State in a letter dated 11/29/22 from Kimberly Wickersham. Can you send me an electronic copy of the distribution form?

Dennis R. Locke, CGFO

Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 3:19 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Next steps

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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: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Cc: [Dennis Locke](#); [John Squires](#); [Romaniello, Meg](#)
Subject: [External] Grant Request
Date: Wednesday, February 22, 2023 3:22:42 PM
Attachments: [State Grant 4.5 Million West Main St..pdf](#)

Please let me know if more information is needed.

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: Dennis Locke
Sent: Wednesday, February 22, 2023 1:50 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: Next steps

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Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 4:05 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: Next steps

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Absolutely. Please see attached. The “State Agency Providing the Contribution” will be “X220 - Aid to Subdivisions – Treasurer”.

If you have any questions, please let me know.

-Meg

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

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

From: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Monday, February 13, 2023 3:29 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: [External] RE: Next steps

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Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
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E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 3:19 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Next steps

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-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 Request for Contribution Distribution

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

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$4,500,000.00	X220 - Aid to Subdivisions - Treasurer	

Organization Information

Entity Name	City of Spartanburg
Address	PO Box 1749
City/State/Zip	Spartanburg, SC 29304
Website	www.cityofspartanburg.org
Tax ID #	57-6000245
Entity Type	Municipality
Vendor #	7000030010

Organization Contact Information

Contact Name	Dennis Locke
Position/Title	Finance Director
Telephone	864-596-2119
Email	dlocke@cityofspartanburg.org

Plan/Accounting of how these funds will be spent:

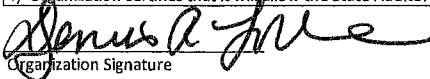
Description	Budget	Explanation
Construction Cost	\$3,800,000.00	
Design & Engineering Services	\$650,000.00	
Right of way acquisition (if necessary)	\$65,000.00	
Third Party Inspection	\$75,000.00	
Fees & Permits	\$5,000.00	
Surveying	\$15,500.00	
Mobilization & Bonds	\$100,000.00	
Contingency 10%	\$471,050.00	
Grand Total	\$5,181,550.00	

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

The West Main Pedestrian & Bicycle Trail Project: The project will provide a safe place for pedestrians to enjoy recreation activities and functions as a viable transportation corridor leading to the west side of Main Street. The project will continue Spartanburg's goal of creating healthy recreation and transportation opportunities by providing safe infrastructure for residents to enjoy. The economic impact has been staggering for other similar projects that have been completed in the last few years, businesses including residential projects, have benefited from the proximity of the trails, and has offered a new opportunity and economic model for businesses and residents to reap the benefit of rediscovering the urban corridor.

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

Finance & Budget Director
Title

Dennis R. Locke
Printed Name

2/22/2023
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 of 2022.
- 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
- 3) State Agency certifies that it will make distributions directly to the organization.
- 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2023.
- 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
- 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2023.


Agency Head Signature

2/22/2023
Date

Chris Story
Printed Name

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from CITY OF SPARTAN (864-596-2119) on 2/22/23 3:22 PM for 8037342658
Date: Wednesday, February 22, 2023 3:23:35 PM
Attachments: [8645962119-022223-152211-8037342658-916697-1.wav](#)



Voice Message from CITY OF SPARTAN (864-596-2119) on 2/22/23 3:22 PM
(33 second msg)

MESSAGE:

" Hey Meg, this is Dennis, Rob Stevens, it's Bob or I decided to go ahead and get that for my grandson. I need to know what else to add anything else what I needed to send the confirmation from the Secretary of state or whether you're gonna automatically, check that yourself the documents that I have I'm sure you let you know more thanks a lot for your assistance 10 o'clock City spot."

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

From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: Next steps
Date: Wednesday, February 22, 2023 1:50:33 PM

Meg,

I received your voicemail. I've been working to complete our June audit report the last few days. My assistant has updated the form but I need to review it. I should be able to submit our request for funding no later than the end of this week.

Dennis R. Locke, CGFO

Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 4:05 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: Next steps

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Absolutely. Please see attached. The "State Agency Providing the Contribution" will be "X220 - Aid to Subdivisions – Treasurer".

If you have any questions, please let me know.

-Meg

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

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

From: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Monday, February 13, 2023 3:29 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: [External] RE: Next steps

Meg,

We received approval from the State in a letter dated 11/29/22 from Kimberly Wickersham. Can you send me an electronic copy of the distribution form?

Dennis R. Locke, CGFO

Director of Finance & Budget

City of Spartanburg

P.O. Box 1749

Spartanburg, SC 29304-1749

Telephone 864 596-2119

Cell Phone 864 809-1087

Fax 864 596-2424

E-mail: dlocke@cityofspartanburg.org

www.cityofspartanburg.org

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

Sent: Monday, February 13, 2023 3:19 PM

To: Dennis Locke <dlocke@cityofspartanburg.org>

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

Subject: Next steps

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Hi Dennis,

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

Communication Log

Date: 2/22/2023

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Dennis Locke to see if he had any questions about the form that was sent last week. He did not answer. Meg left a voicemail letting him know that if he had any questions or needed any assistance to please reach out to her.

From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: Next steps
Date: Monday, February 13, 2023 4:05:27 PM
Attachments: [Earmarked Appropriations Disbursement Request form updated.xlsx](#)

Absolutely. Please see attached. The "State Agency Providing the Contribution" will be "X220 - Aid to Subdivisions – Treasurer".

If you have any questions, please let me know.

-Meg

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

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

From: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Monday, February 13, 2023 3:29 PM
To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: [External] RE: Next steps

Meg,

We received approval from the State in a letter dated 11/29/22 from Kimberly Wickersham. Can you send me an electronic copy of the distribution form?

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
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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 Request for Contribution Distribution**

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

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose

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

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	

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

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

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

Organization Signature _____ Title _____

Printed Name _____ Date _____

- Certifications of State Agency Providing Contribution**
- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act of 2022.
 - 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
 - 3) State Agency certifies that it will make distributions directly to the organization.
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 - 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
 - 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2023.

Agency Head Signature _____ Date _____

Printed Name _____

From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] RE: Next steps
Date: Monday, February 13, 2023 3:29:07 PM

Meg,

We received approval from the State in a letter dated 11/29/22 from Kimberly Wickersham. Can you send me an electronic copy of the distribution form?

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Monday, February 13, 2023 3:19 PM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Next steps

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

South Carolina Treasurer's Office
1200 Senate Street, Suite 214
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[803-734-2658](tel:803-734-2658) | Meg.Romaniello@sto.sc.gov

From: [_STO - Appropriated Contributions](#)
To: dlocke@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Next steps
Date: Monday, February 13, 2023 3:19:06 PM

Hi Dennis,

I apologize that I missed your call. You can submit your disbursement request form to me, and I will start reviewing it. You should receive an email from the SOS once the registration is updated, but I will also keep an eye out for when the SOS website updates and lists your organization.

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

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from CITY OF SPARTAN (864-596-2119) on 2/13/23 1:25 PM for 8037342658
Date: Monday, February 13, 2023 1:27:29 PM
Attachments: [8645962119-021323-132554-8037342658-913065-1.wav](#)



Voice Message from CITY OF SPARTAN (864-596-2119) on 2/13/23 1:25 PM
(47 second msg)

MESSAGE:

" Good afternoon Meg. This is Dennis, Rob City at Spartanburg. I finally have the budget from our public works director and I have an application for the Secretary of state for the public charities division. So I need to know now what was the next step. What do I need to send you or what to do to get the application process so we can get that the funds that we allocated for the city sponsored give me a call or shoot me an email my phone number is 864-596-2119 and my email is D lock L C K E at City is Bob does that or make and have a great day."

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

From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [John Squires](#); [Chris Story](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form
Date: Tuesday, February 7, 2023 12:53:03 PM

Thank you Dennis!

-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: Dennis Locke <dlocke@cityofspartanburg.org>
Sent: Tuesday, February 7, 2023 12:33 PM
To: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Cc: [John Squires](#) <jsquires@cityofspartanburg.org>; [Chris Story](#) <cstory@cityofspartanburg.org>
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form

Meg,

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We should be able to give you an more specific timeline with the next ten days.

Thanks

Dennis R. Locke, CGFO
Director of Finance & Budget
City of Spartanburg
P.O. Box 1749
Spartanburg, SC 29304-1749
Telephone 864 596-2119
Cell Phone 864 809-1087
Fax 864 596-2424
E-mail: dlocke@cityofspartanburg.org
www.cityofspartanburg.org

From: [_STO - Appropriated Contributions](#) <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Tuesday, February 7, 2023 11:19 AM
To: Dennis Locke <dlocke@cityofspartanburg.org>

Cc: John Squires <jsquires@cityofspartanburg.org>; Chris Story <cstory@cityofspartanburg.org>;
_STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form

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Hi Dennis,

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-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: Tuesday, December 13, 2022 9:22 AM
To: Dennis Locke <dlocke@cityofspartanburg.org>
Cc: John Squires <jsquires@cityofspartanburg.org>; _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>; Chris Story <cstory@cityofspartanburg.org>
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form

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

From: Dennis Locke <dlocke@cityofspartanburg.org>

Sent: Monday, December 12, 2022 4:29 PM

To: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>; Chris Story <cstory@cityofspartanburg.org>

Cc: John Squires <jsquires@cityofspartanburg.org>

Subject: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form

Meg,

We have made our application with the Secretary of State, and now we are finalizing our budget before we can make the formal request.

Has the deadline to request funds been adjusted?

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Director of Finance & Budget

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From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#)
Cc: [John Squires](#); [Chris Story](#)
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form
Date: Tuesday, February 7, 2023 12:33:30 PM

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To: Dennis Locke <dlocke@cityofspartanburg.org>
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From: [_STO - Appropriated Contributions](#)
To: [Dennis Locke](#)
Cc: [John Squires](#); [Chris Story](#); [_STO - Appropriated Contributions](#)
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form
Date: Tuesday, February 7, 2023 11:18:41 AM

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Cc: [John Squires](#); [_STO - Appropriated Contributions](#); [Chris Story](#)
Subject: RE: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form
Date: Tuesday, December 13, 2022 9:22:23 AM

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From: [Dennis Locke](#)
To: [_STO - Appropriated Contributions](#); [Chris Story](#)
Cc: [John Squires](#)
Subject: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form
Date: Monday, December 12, 2022 4:29:37 PM

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To: dlocke@cityofspartanburg.org; [Chris Story](#)
Cc: [_STO - Appropriated Contributions](#)
Subject: Status check for FY23 Earmarked Appropriations Disbursement Request form
Date: Monday, December 12, 2022 4:18:37 PM

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From: [Chris Story](#)
To: [_STO - Appropriated Contributions](#)
Subject: [External] RE: Status check for FY23 Earmarked Appropriations Disbursement Request form and Secretary of State's Office registration/exemption
Date: Tuesday, November 22, 2022 12:59:49 PM

Ms. Romaniello:

Dennis Locke, our Finance Director, is handling this for us. I believe he spoke to you last week. We are attempting to get all the information your way very soon.

Thank you.

Chris Story
City Manager
City of Spartanburg, SC
www.CityofSpartanburg.org
864.596.2712

From: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Sent: Tuesday, November 22, 2022 11:24 AM
To: Chris Story <cstory@cityofspartanburg.org>
Cc: _STO - Appropriated Contributions <STO.Appropriated.Contributions@sto.sc.gov>
Subject: Status check for FY23 Earmarked Appropriations Disbursement Request form and Secretary of State's Office registration/exemption
Importance: High

CAUTION: This message has originated from an External Source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Good morning,

At this time, we have not received your completed Earmarked Appropriations Disbursement Request form or your confirmation of registration or exemption with the South Carolina Secretary of State's ("SOS") Office.

I wanted to reach out to confirm that you received both emails (Enrollment Packet-10/20/22; SOS registration 11/10/22) that were sent and to check if you had any questions regarding the process, form, etc.

If you need the emails resent, please let me know and I will be happy to resend them to you.

If you believe you are not the best contact for this, please let me know who I should contact for your organization.

Please do not hesitate to reach out to me if you have any questions or need any assistance.

-Meg

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From: [_STO - Appropriated Contributions](#)
To: cstory@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Status check for FY23 Earmarked Appropriations Disbursement Request form and Secretary of State's Office registration/exemption
Date: Tuesday, November 22, 2022 11:23:51 AM
Importance: High

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

Communication Log

Date: 11/14/2022

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Mr. Lock and left a voicemail stating he could call back when he was free.

Date: 11/14/2022

Outgoing/Incoming Call: Incoming

Call Details: Mr. Lock called Meg Romaniello shortly after she had left the forementioned voicemail. They discussed the South Carolina Secretary of State's registration, and Meg provided him the phone numbers of two SOS staff that would be able to assist with the registration. Mr. Lock explained that they were still working on the budget and asked if there was a particular deadline that the form was needed. Meg stated that the absolute deadline is 6/30/2023, but it was up to them as to when they would like to turn their form in. Mr. Lock stated that if he had any questions he would reach out and thanked Meg for returning his phone call.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from CITY OF SPARTAN (864-596-2119) on 11/11/22 11:45 AM for 8037342658
Date: Friday, November 11, 2022 11:47:30 AM
Attachments: [8645962119-111122-114547-8037342658-882389-1.wav](#)



Voice Message from CITY OF SPARTAN (864-596-2119) on 11/11/22 11:45 AM (36 second msg)

MESSAGE:

" Hey Meg, this is Dennis lot video Spartanburg. I was calling about the email you sent about disbursement requirement registration state. I believe I don't know whether we are considered registered or not we are political subdivision want to make sure that I understood what you were asking for if you can give me a call back at area code 864-596-2119. I would appreciate it. I should be back in my office after 2:00 PM the bathroom. Thank you Meg bye bye."

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

From: [_STO - Appropriated Contributions](#)
To: cstory@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: Disbursement Requirement: Registration with Secretary of State's Office
Date: Thursday, November 10, 2022 12:12:15 PM

Hello,

In order to process disbursements, it is a requirement for receiving organizations to register with the South Carolina Secretary of State's ("SOS") Office. This includes political subdivision ("PSD") receivers. PSD's after registering with the SC SOC's Office may either receive a registration or a registration exemption (*since they are a governmental entity subject to FOIA*). Therefore, if the:

Receiving organization has not registered or obtained an exemption from the SC SOS's office:

The receiving organization should follow the link below to complete registration or to request a registration exemption. If selecting a registration exemption, local PSDs would select exemption A(6). There is no filing fee for this application.

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

Upon registration or approval of the registration exemption, the receiver will receive a confirmation letter from the SC SOS's office via email. Please provide a copy of the confirmation letter to the SC Treasurer's Office so we can include it with the disbursement request.

-
Receiving organization has a registration on file with the SC SOC's Office or if a registration exemption has been granted by the SC SOC's Office:

Please use the following link to obtain confirmation of your registration or exemption:

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

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

Thank you,
Meg

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

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

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from WIRELESS CALLER ([REDACTED]) on 10/20/22 4:42 PM for 8037342658
Date: Thursday, October 20, 2022 4:43:28 PM
Attachments: [REDACTED]-102022-164229-8037342658-874340-1.wav



Voice Message from WIRELESS CALLER ([REDACTED]) on 10/20/22 4:42 PM (12 second msg)

MESSAGE:

" Hey Meg, this is Dennis lock City at Spartanburg returning your call. I'm gonna try to use that link and see if I can find I'll send the number. Thank you."

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

From: [_STO - Appropriated Contributions](#)
To: dlocke@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#); cstory@cityofspartanburg.org
Subject: Vendor Number Information
Date: Thursday, October 20, 2022 4:20:50 PM

Hi Mr. Locke,

I called and left you a voicemail, but I also wanted to send you an email. Below is the link to where you will be able to look up your vendor number.

<https://webprod.cio.sc.gov/SCVendorSearch/vendorSearch.do>

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

-Meg

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Communication Log

Date: 10/20/2022

Outgoing/Incoming Call: Outgoing

Call Details: Meg Romaniello called Dennis Locke with the City of Spartanburg regarding a voicemail she received from him. She left a voicemail asking for him to give her a call when he got a chance.

From: [giSTT Message](#)
To: [Romaniello, Meg](#)
Subject: [External] Voice Message from CITY OF SPARTAN ([REDACTED]) on 10/20/22 12:14 PM for 8037342658
Date: Thursday, October 20, 2022 12:17:01 PM
Attachments: [8645962119-102022-121451-8037342658-874125-1.wav](#)



Voice Message from CITY OF SPARTAN ([REDACTED]) on 10/20/22 12:14 PM (68 second msg)

MESSAGE:

" Good afternoon Meg. My name is Dennis lock with the City of Spartanburg, South Carolina. I got a letter for my feet and manager today about the state appropriations kind of contribution and what I'm trying to find out is how I could locate our vendor number. I know that we do get checks from the state treasurer's office. So I'm sure we have a vendor number. I just don't know what that number is I'm calling you to see who could I contact to try to figure out what that number is for it because I know we do get payments from the state of South Carolina. My phone number is [REDACTED] or if you want to email me. My email address is D lock L O C K E R at City of Spartanburg that board. I would appreciate your assistance with this again. My name is Dennis lot of Spartanburg phone number [REDACTED] [REDACTED]. Thank you."

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

From: [_STO - Appropriated Contributions](#)
To: cstory@cityofspartanburg.org
Cc: [_STO - Appropriated Contributions](#)
Subject: FY23 Appropriated Contributions Enrollment Packet
Date: Thursday, October 20, 2022 11:06:10 AM
Attachments: [STO Appropriated Funds Cover Letter - West Main Street Strategic Growth Corridor.docx](#)
[Earmarked Appropriations Disbursement Request form updated.xlsx](#)

Hello,

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

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

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

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

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

STO.Appropriated.Contributions@sto.sc.gov

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

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

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

Thank you,
Meg

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

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

10/20/2022

Chris Story
City of Spartanburg
145 W. Broad Street,
Spartanburg, SC 29306

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

Dear Chris Story:

The State of South Carolina Fiscal Year 2022-2023 Appropriations Act provides the revenue for State government to meet its budgetary expenses. This year's Act included allocations to the Office of the State Treasurer (STO) reserved as one-time appropriations for contributions to outside organizations. The amount below indicates the funds which have been allotted in our agency's budget for your organization.

<u>Organization receiving appropriated funds:</u>	<u>Amount</u>
West Main Street Strategic Growth Corridor	\$4,500,000.00

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

Please see enclosed Excel workbook for data we must collect to be able to disburse these funds. This initial report, along with other information as detailed within the Instructions, must be submitted in electronic format to STO prior to funds being dispersed. After the funds have been dispersed, you must also file quarterly reports in addition to a year-end report with STO by **June 30, 2023** via a format to be provided prior to that date. Your submissions will be forwarded to the Chairman of the Senate Finance Committee, the Chairman of the House Ways and Means Committee, and the Executive Budget Office by the STO. Per Governor McMaster's Executive Order, any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 will be made available for public review and inspection on the STO website.

Please note that to be paid by the State of South Carolina, you must be a registered vendor of the State. If you are not already a registered vendor, please see <https://procurement.sc.gov/doing-biz/registration> to complete this required task. Once known, please ensure you include your State of SC vendor number on the enclosed Earmarked Appropriations Disbursement Request form when you return it to the STO.

Should you have any questions or concerns, please do not hesitate to email the Division of Treasury Management at STO.Appropriated.Contributions@sto.sc.gov. We look forward to working with you.

Sincerely,



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

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

INSTRUCTIONS

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

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

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

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

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

Applicable Law on Reporting Responsibilities

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

Proviso 117.21 requires the following:

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

Law Related to Appropriated Contributions

Proviso 117.21. GP: Organizations Receiving State Appropriations Report

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Contribution Information		
Amount	State Agency Providing the Contribution	Purpose

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

Organization Contact Information	
Contact Name	
Position/Title	
Telephone	
Email	

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

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

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

Organization Signature _____ Title _____

Printed Name _____ Date _____

- Certifications of State Agency Providing Contribution**
- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act of 2022.
 - 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
 - 3) State Agency certifies that it will make distributions directly to the organization.
 - 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2023.
 - 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
 - 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2023.

Agency Head Signature _____ Date _____

Printed Name _____

