



HENRY McMASTER, GOVERNOR

MICHAEL LEACH, STATE DIRECTOR

August 11, 2022

Ms. Lori Thomas
Assistant County Administrator
Richland County Government
Post Office Box 192
Columbia, SC 29202

Dear Ms. Thomas,

Richland County was included in the DSS budget in the 2022-23 State Appropriations Act for a one time, non-recurring appropriation of \$300,000 in state general funds allotted for the Richland County DSS Office. DSS will execute a Memorandum of Understanding (MOU) with your organization in order to memorialize the requirements/uses and accountability measures associated with these funds.

In order to initiate this process, please provide a written scope of work that details how the state funds will be spent, goals to be accomplished, proposed measures to evaluate success in implementing and meeting the goals, a copy of the adopted budget for the current year for the particular effort/project to be undertaken using these funds, and a copy of your most recently issued audited financial statements. These items must be submitted in their entirety and may be shared with the Executive Budget Office through the Department of Administration or published online on the DSS website pursuant to the Governor's Executive Order 2022-19.

Please email the requested documentation to Darlene Gathers at Darlene.Gathers@dss.sc.gov by September 15, 2022 and include the names, direct phone numbers and email addresses of your programmatic and fiscal contacts. Upon receipt and review of the information provided, DSS will reach back out with any questions, and a draft MOU will be finalized between DSS and your organization, prior to any funds being disbursed.

If you have any additional questions, please contact me at 803-898-7427 or by email at Susan.Roben@dss.sc.gov.

Sincerely,

A handwritten signature in black ink that reads 'Susan Roben'.

Susan Roben, CGFO

Chief Financial Officer, SCDSS